



**Draft Minutes for March 25, 2015
304 North Applied Science Building**

PRESENT: James Barnett, Shanna Burgess, Jami Carroll, Jessica Evans, Marion Hale, Orville Herndon, Dana Howard, Laura Lohr, Ann Matheny, Evan O'Neal, Chuck Plummer, Debbie Plummer, Brian Purcell, Sheri Riddle, Ashley Rogers, Maria Rosa, Tressa Ross, Rhonda Timmons, Tim Williams, Dwaine Willoughby, Joseph Wilson, Chad Wortham, and Staff Regent Phil Schooley.

Guests: Dr. Renee Fister, Senior Presidential Advisor for Strategic Initiatives; Joyce Gordon, Director, Human Resources; Bob Jackson, President, MSU Foundation; Dr. Marty Jacobs, Faculty Regent; Lauren Smee, Wellness Coordinator; Dr. Tim Todd, Dean, College of Business; and Grecia White of Murray Environmental Student Society.

CALL TO ORDER: Staff Congress President Laura Lohr called the meeting to order.

REPORTS FROM SPECIAL GUESTS:

Dr. Renee Fister, Senior Presidential Advisor for Strategic Initiatives: Dr. Renee Fister listed upcoming dates for university events. The ground-breaking ceremony for the Engineering and Physics Building will be held on April 10, at 11:00 a.m. The Presidential Investiture Ceremony for Dr. Davies is scheduled for April 10, at 2:00 p.m. On April 13, at 2:30 p.m., a Strategic Plan meeting will be led by Dr. Davies in Alexander Hall. The Board of Regents will vote on the Strategic Plan at its June meeting.

Joyce Gordon, Director, Human Resources: Joyce Gordon said she hopes staff will participate in the Presidential Investiture Ceremony. Human Resources staff are processing performance evaluations. The deadline to complete the evaluations has been extended due to the weather closures. An additional level of supervisory signature has been added to the process.

Human Resources is exploring opportunities to include healthy choices in programming for health insurance. The department will soon be announcing its Request for Proposals concerning voluntary insurance such as dental and vision insurance. A survey will be sent to employees to rank benefit preferences. Staff may also send comments about benefits to Staff Congress President Laura Lohr or Benefits Specialists Susan Spier. She answered questions.

Orville Herndon asked if financial wellness meetings will be held. Ms. Gordon said because those meetings have not been well attended, none are scheduled for this semester. Human Resources is determining how to incorporate financial wellness into the wellness program because financial stress affects health. This will be a collaborative effort with insurance and benefits committee.

Ashley Rogers asked if computer literacy training would resume. Ms. Gordon said Human Resources will offer the classes again.

Representatives from the Murray Environmental Student Society (MESS): Grecia White of MESS said the Murray Environmental Student Society will be developing sustainability projects on campus. The projects have not yet been determined. Comments and suggestions can be sent to Grecia White at GWhite4@murraystate.edu. The organization will be meeting with campus leadership the week of March 30.

Strategic Initiatives Plan Draft Presentation:

Dr. Renee Fister, Senior Presidential Advisor for Strategic Initiatives, Bob Jackson, President of the MSU Foundation, and Dr. Tim Todd, Dean of the College of Business, gave a joint presentation of the MSU Strategic Plan and distributed copies of the plan. It is also available at <http://murraystate.edu/strategic-initiatives-plan/>.

The presenters thanked staff for their involvement and input in the planning process. The plan has been developed over seven months with the involvement of between 2,000 and 3,000 members of the university community who attended various meetings to discuss the project.

The plan addresses creating and enhancing the university's academic programs, as the university strives to rank in regional universities in the south and in the top of five public universities in the south. Some points addressed in the plan include

improving the graduation rate, enhancing recruitment efforts in MSU's 18-county service region and in metropolitan areas, and increasing scholarship opportunities to assist students with study abroad efforts.

Dr. Fister, Dr. Jackson, and Dr. Todd answered questions.

Lauren Smee, Wellness Coordinator: Lauren Smee asked Congress members to remind their co-workers of the health fair scheduled for March 31, 7:30-11:00 a.m. The health fairs are sponsored by Murray-Calloway County Hospital in the fall and Lourdes Hospital in the spring from their community education budgets and at no cost to MSU.

Staff Regent Report: Staff Regent Phil Schooley encouraged staff to attend the Investiture Ceremony for Dr. Davies to be held on April 10, at 2:00 p.m., in Lovett Auditorium. A section of seating will be reserved for staff who wish to sit together at the ceremony.

The Board of Regents will meet on June 5.

Joyce Gordon has accepted the position of Human Resources Director.

Laura Lohr congratulated Phil on being re-elected as Staff Regent.

APPROVAL OF FEBRUARY MEETING MINUTES: Orville Herndon made a motion to approve the February minutes as presented. James Barnett seconded, and the motion carried.

APPROVAL OF FEBRUARY TREASURER'S REPORT: Treasurer Sheri Riddle presented the February Treasurer's report. She noted that expenses in this report include printing for the Staff Regent Election notifications, newsletter printing, and textbook scholarship awards. Deposits were made of the funds received from the textbook scholarship fundraiser and additional scholarship donations. Debbie Plummer made a motion to approve the February Treasurer's Report as presented. James Barnett seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: Laura Lohr reported that the Staff Congress Executive Committee met with Dr. Davies to review the Tobacco-use Policy draft. She asked Staff Congress members to ask their constituents about benefits preferences and forwarded those responses to the University-wide Faculty and Staff Insurance and Benefits Committee members.

She has met with the Staff Congress Textbook Scholarship Committee. A report from that committee will be heard later in the meeting.

Laura welcomed Faculty Regent Marty Jacobs to meeting.

Credentials and Elections Committee: Committee Chair Tressa Ross congratulated Phil Schooley on being re-elected as Staff Regent. She said that candidacy intent information postcards for the Staff Congress Election were mailed to staff. The election is scheduled for April 21-23, 2015. Eligibility requirements and candidacy intent forms are available at www.murraystate.edu/staffvote. The filing deadline is Monday, April 6, 2015, at 4:30 p.m. Central Time. Human Resources will verify the eligibility of candidates. Staff may contact Tressa with questions or to request a paper filing form. A sample ballot will be sent to all staff. Debbie Plummer asked that the Credentials and Elections Committee remind those Staff Congress members whose terms are expiring.

Staff Recognition Committee: Staff Recognition Committee Chair Ashley Rogers said that pending approval from the Office of the Vice-President of Accounting and Finance, the Staff Recognition Luncheon will be held on August 11.

Staff Special Events Committee: Committee Chair Shanna Burgess was unable to attend today's meeting. Laura Lohr said the Children's Christmas Party is scheduled for December 5. The Staff Reception is scheduled for December 10.

Communications Committee: Communications Committee Chair Dana Howard asked that Congress members send items to post on the Staff Congress Facebook page. The committee would also like to highlight staff members' contributions to the university community on the Staff Congress Facebook page.

Working Conditions Committee: No report.

Staff Congress Foundation Book Scholarship Committee: Committee Chair Jessica Evans said pictures have been taken of the spring textbook scholarship recipients to be posted to the Staff Congress Facebook page and included in the Staff Congress newsletter. The textbook scholarship committee is working to develop scholarship promotion ideas.

Personnel Policies and Benefits Committee: No report.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: Faculty and Staff Insurance and Benefits Committee Chair John Young was out-of-town and unable to attend today's meeting. Laura Lohr said the committee will meet on April 17. Staff may contact the following staff members of the Faculty and Staff and Insurance and Benefits Committee with concerns and suggestions: [John Young](#), [James Barnett](#), [Jami Carroll](#), [Orville Herndon](#), [Debbie Plummer](#), [Sheri Riddle](#), and [Stephanie Totty](#).

Intercollegiate Athletic Council: Sheri Riddle said she is on the Intercollegiate Athletic Council's subcommittee for a voluntary academic review requested by Athletic Director Allen Ward. The subcommittee will use the review template developed by another university. The subcommittee is not looking for any specific issues. The review is being conducted because such a review hasn't been done in several years.

Naming Campus Facilities Committee: No report.

Judicial Board: No report.

Sick Leave Appeals Committee: No report.

International Studies Advisory Committee: No report.

Dual Employment Committee: Debbie Plummer reported that Dr. Davies is reviewing the final report from the Dual Employment Committee.

OLD BUSINESS: None.

NEW BUSINESS:

Rhonda Timmons asked if all campus buildings still have building coordinators. James Barnett said Jeff Steen, Assistant Director of Emergency Management, has a list of building coordinators. Jessica Evans said Susan Miller, Safety Training Coordinator, also has the list. Rhonda said she has been contacted by staff with questions about the condition of the Ordway Hall terrace. It was suggested that she contact David Burdette, Interim Director of Facilities Management.

Jessica asked if Staff Congress will discuss the 2014 Staff Survey. Staff Congress President Laura Lohr will ask Staff Regent Phil Schooley to present the survey results at an upcoming Staff Congress meeting.

ADJOURNMENT: Debbie Plummer made a motion to adjourn. Orville Herndon seconded, and the motion carried. The meeting was adjourned.