



**Draft Minutes for December 11, 2024  
Alexander Hall, Room 342, and Zoom**

**Present:** Dedrick Brooks, Tami Dandeneau, Duane Dycus, Jodi Hanneman, Gerry Harris, Orville Herndon, Joshua Hutson, B.J. Johnson, Trish Lofton, David Looney, Jeremy McKeel, Amanda Mansfield, Audrey Neal, Kim Newbern, Rachel Stewart, Kristen Swisher, Justin Thomas, Joshua Tillson, Lisa Willis, Casey Workman

**Absent:** Dayna Hutchinson, Matthew Jones, Tressa Ross, David Shelton, Mary Steely

**Guests:** Dr. David Wilson, Staff Regent

**CALL TO ORDER:** Staff Congress President Audrey Neal called the meeting to order.

**REPORTS FROM SPECIAL GUESTS PRESENT:**

**Staff Regent Report:** Staff Regent Dr. David Wilson reported on the Children's Christmas Party hosted by the Residential College Association on December 7. The RCA student leadership enjoyed hosting the event. He reported on the Almost Midnight Breakfast that was attended by over 900 students on December 8. Dr. Wilson gave an overview of the agenda for the Board of Regents meeting scheduled for December 13. The meeting will be live streamed.

Dr. Wilson congratulated the Murray State Women's basketball team for winning the game against Austin Peay State University. He relayed comments received from staff regarding the Staff Reception on December 10. Dr. Wilson thanked staff for their impact on students who will be graduating on December 14.

**APPROVAL OF MINUTES:** Dedrick Brooks made a motion to approve the November 20, 2024 Meeting Minutes as presented. Justin Thomas seconded. President Neal called for the vote, and the motion carried.

**APPROVAL OF TREASURER'S REPORT:** President Neal asked for a motion to approve the November 2024 Treasurer's Report. Trish Lofton made a motion to approve the November 2024 Treasurer's Report. B.J. Johnson seconded. President Neal asked if there was any discussion. Hearing none, she called for the question, and the motion carried.

**STANDING COMMITTEE REPORTS:**

**Executive Committee:** President Neal said the Executive Committee did not meet during December. Staff Regent Dr. Wilson added that the Budget Advisory Committee will meet January 14.

**Credentials and Elections Committee:** Orville Herndon introduced new Staff Congress member David Looney. Mr. Looney was appointed at the November meeting to complete the remainder of a vacant term. The Credentials and Elections Committee is in the process of contacting other staff who received votes in the April 2024 Staff Congress Election to ask those staff if they are willing to complete vacant terms on Staff Congress.

**Staff Recognition and Special Events Committee:** President Neal presented the Staff Recognition and Special Events Committee report on behalf of Chair Tressa Ross who was out-of-town and therefore unable to attend today's meeting.

Nominations have been received for the Golden Horseshoe Award which was introduced at the Staff Reception on December 10. Award information will be given to the Communications Committee for publication.

Ms. Neal congratulated recipients of the Philip R. Schooley Staff Excellence Award, including Staff Congress members Joshua Hutson and Lisa Willis.

The committee will begin planning for spring semester events. President Neal asked that comments regarding the Staff Reception be sent to Ms. Neal or committee chair Tressa Ross. The comments will be forwarded to Sharion Meloan, Executive Coordinator in the Office of the Vice President for Finance and Administrative Services, the department which organizes the reception. Ms. Neal discussed feedback received to date regarding the staff reception.

**Communications Committee:** Communications Committee Chair Jeremy McKeel reported on the committee's December meeting. The committee has published the names of the Staff Excellence Award recipients which were announced at the Staff Reception. He asked staff to share Staff Congress social media posts.

President Neal said the Communications Committee will be publishing information for Staff Success Week, information about the brief 5-question staff survey, and information for the Golden Horseshoe Award. Staff Congress members are encouraged to share the social media posts.

**Working Conditions Committee:** B.J. Johnson said the Working Conditions Committee will meet after the beginning of the year to plan for the spring semester.

**Staff Survey Committee:** Staff Survey Committee Chair Dedrick Brooks reported that the short survey has been emailed to staff. For the full-length annual Staff Survey, the committee is developing questions that will be specific to new employees. The committee plans for the annual Staff Survey to be distributed in January.

**Textbook Scholarship Committee:** No report.

**Personnel Policies and Benefits Committee:** Personnel Policies and Benefits Committee Chair Trish Lofton said the committee has researched the inclement weather policies of peer institutions. She gave an overview of those policies. The committee will meet to discuss the policies and develop a draft revision proposal to the Murray State policy for inclement weather.

President Neal said she has received concerns from employees concerning work requirements for staff during inclement weather. She suggested that the policy revision proposal could include adding two days for inclement weather for employees so that they do not have to use vacation days when they are unable to travel to campus due to weather conditions.

Further discussion included providing staff with laptops and remote access for those who do not have the equipment or internet access at their homes. This would allow staff to work remotely when weather conditions affect their ability to travel to campus or when the entire campus operates remotely.

**Diversity, Equity, and Inclusion Committee:** Diversity, Equity, and Inclusion Committee Chair Amanda Mansfield said that registration is open for Staff Success Week. Staff Regent Dr. Wilson emailed Staff Success Week information to staff. The information will be included in Racer Nation. After registering, staff will be sent a link to a Google Form that can be used to submit questions for session presenters.

Staff Regent Wilson said he will re-send the Staff Success Week information to staff when the university opens in January after the break.

#### **UNIVERSITY-WIDE COMMITTEES:**

**Faculty and Staff Insurance and Benefits Committee:** Orville Herndon reported that the Faculty and Staff Insurance and Benefits Committee will meet on January 31, and on the first Friday in March, April, and May, at 8:15 a.m., on Zoom. Persons interested in attending the meeting may contact him for the Zoom link.

The committee has forwarded to Human Resources the comments and suggestions received regarding open enrollment. Additional comments may be sent to the committee. Employees should contact Human Resources directly if they have questions that involve their private healthcare information or prescriptions. Sharecare points must be redeemed by December 31, 2024. MSU will no longer participate in Sharecare beginning January 1, 2025. Human Resources is in the process of selecting a wellness portal.

**Intercollegiate Athletic Council:** No report.

**Naming Campus Facilities Committee:** Dedrick Brooks said that, as Staff Regent Wilson reported, some naming proposals will be presented for approval at the December 13 Board of Regents meeting.

**Judicial Board:** No report.

**Sick Leave Appeals Committee:** No report.

**International Studies Advisory Committee:** No report.

**Budget Advisory Committee:** President Neal said the Budget Advisory Committee will meet on January 14.

**Shared Governance Committee:** No report.

**Parking Advisory Committee:** Duane Dycus said that the Parking Committee discussed proposing free parking for employees who have been at the university for 15 years and above instead of the current 20-year requirement. He suggested that Staff Congress or the University-wide Faculty and Staff Insurance and Benefits Committee pursue this.

Discussion followed. President Neal suggested that, due to the number of tasks the Staff Congress Personnel Policies and Benefits Committee and the Working Conditions Committee are currently addressing, Staff Congress may want to form an ad hoc committee to develop the proposal.

Orville Herndon made a motion to form an ad hoc committee to develop a proposal to provide free parking to employees who have worked at the university for 15 years and above instead of the current 20-year requirement for free parking. Trish Lofton seconded the motion. President Neal called for the vote, and the motion carried. At President Neal's request, Duane Dycus agreed to lead the committee. The following Staff Congress members volunteered to serve on the committee: Dedrick Brooks, Joshua Hutson, Trish Lofton, Justin Thomas.

Tami Dandeneau said providing free parking at 15 years of employment might encourage retention of employees.

#### **AD HOC COMMITTEES:**

**Business List Revision Committee:** No report.

**Staff Regent Bylaws Revision Committee:** No report.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**INFORMATION ITEMS:** None.

**ADJOURNMENT:** Dedrick Brooks made a motion to adjourn. Joshua Hutson seconded, and the motion carried. The meeting was adjourned.