



Staff Congress

Draft Minutes for October 20, 2021 On-line Meeting via Zoom

Present: Charley Allen-Dunn, Kala Allen-Dunn, Christian Barnes, Russell Dunn, Duane Dycus, Dr. Jessica Evans, Angela Guyton, Marion Hale, Jodi Hanneman, Sara Hardaway, Orville Herndon, Matt Jones, Sondra Kreger, Trish Lofton, Jeremy McKeel, Kim Newbern, Brian Purcell, Matt Purdy, Angela Richerson, Brett Shather, Brian Truskey, Dr. J. David Wilson.

Guests: Courtney Hixon, Interim Director of Human Resources; Dr. Robert (Bob) Jackson, University President; Dr. Don Robertson, Vice President of Student Affairs; Dr. Melony Shemberger, Faculty Regent; Lauren Smee, Wellness Coordinator, Human Resources.

CALL TO ORDER: Staff Congress President Dr. David Wilson called the meeting to order.

Dr. Robert (Bob) Jackson, University President: Dr. Bob Jackson said plans have begun for fall commencement. One ceremony for all of the fall graduates will be held on December 11. Campus tours for prospective students are held throughout the semester. He encouraged staff to welcome visitors, who can usually be seen carrying yellow MSU visitor bags.

Courtney Hixon, Interim Director of Human Resources: Courtney Hixon said open enrollment is in-progress. She encouraged staff to complete open enrollment by October 29. Human Resources staff are available to answer questions.

Lauren Smee, Wellness Coordinator, Human Resources: Lauren Smee gave an overview of the Health and Benefits Fair. The fair will include online sessions. She provided an update on the Wellness Pledge. She added that Human Resources staff are available to answer questions about the Health and Benefits Fair.

Dr. Wilson said the health insurance is appreciated.

Dr. Melony Shemberger, Faculty Regent: Dr. Melony Shemberger said the Faculty and Staff Insurance and Benefits Committee met on October 18, 2021. Information from that meeting will be provided in the Insurance and Benefits Committee report in today's Staff Congress meeting.

Dr. Don Robertson, Vice President of Student Affairs: Dr. Don Robertson reported on Fall 2022 recruitment. He has received numerous comments from parents about the welcoming atmosphere of campus staff. The next Racer Day is scheduled for November 6.

APPROVAL OF MINUTES: Trish Lofton made a motion to approve the October Minutes as presented. Matt Purdy seconded, and the motion carried.

APPROVAL OF TREASURER'S REPORT:

August Treasurer's Report: Jodi Hanneman made a motion to approve the August Treasurer's Report as presented. Jeremy McKeel seconded, and the motion carried.

September Treasurer's Report: Dr. Jessica Evans said the year-to-date amount on the September Treasurer's Report appears to have the amount for September only, and not the amount for August and September. Treasurer Trish Lofton said she will check on that and send a corrected report. Jodi Hanneman made a motion to approve the September Treasurer's Report. Brett Shather seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: Dr. David Wilson said Staff Congress has been receiving requests from non-local businesses to be added to the Business Discount List for university employees that Staff Congress posts on its website. Dr. Wilson will propose the formation of an ad hoc committee to update the list and to discuss possible guidelines for adding businesses to the list. Congress members can contact Dr. Wilson to volunteer to be on the committee. The Staff Regent Election will be held October 26-28. He encouraged Congress members to remind co-workers and constituents to vote in the election.

Credentials and Elections Committee: Orville Herndon read the names of the five candidates for Staff Regent. All candidates currently serve or have served on Staff Congress. A candidate forum will be held on October 21, at 1:30 via Zoom. The link for the forum will be posted on the Staff Regent Election web page.

Staff Recognition Committee: Jeremy McKeel said he has talked to Sharion Meloan, Executive Coordinator in the office of the Vice President for Finance and Administrative Services, regarding Years of Service pins and certificates. Discussion will continue after Homecoming. Dr. Wilson added that he has discussed with Mr. McKeel, and Staff Special Events Chair Trish Lofton plans to deliver the

certificates and pins to staff. Congress members interested in assisting with delivery of Years of Service certificates and pins may contact the Staff Recognition and Staff Special Events Committees.

Staff Special Events Committee: Trish Lofton said the committee will meet soon after Homecoming to plan the December 14 Staff Holiday Reception. Dr. Wilson said he has contacted Jackie Dudley, Vice President of Finance and Administrative Services, and President Dr. Bob Jackson to discuss the possibility of a staff appreciation event for December or after December, to replace the postponed Staff Appreciation Luncheon that was scheduled for August 2021.

Communications Committee: Christian Barnes reported that he and Dr. Wilson have discussed via email the tasks of the Communications Committee. Based on the Staff Survey results, the committee would like to continue preparing a Staff Congress newsletter and communicate with staff throughout the year. The committee welcomes ideas and suggestions. Dr. Wilson added that staff and events can be featured in the newsletter.

Working Conditions Committee: No report.

Staff Survey Committee: Dr. Jessica Evens reported that the committee will wait until a new Staff Regent is elected before discussing any potential changes to the survey, as the Staff Regent and the Staff Survey Committee work together on the survey. The committee is currently focusing on the results from the most recent survey. The committee will meet on October 28.

Staff Congress Foundation Textbook Scholarship Committee: Kala Allen-Dunn reported that the committee met on October 19 to select textbook scholarship recipients for the fall semester. Dr. Wilson said the scholarship recipients are invited to attend the next Staff Congress meeting.

Personnel Polices Committee: No report.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: Orville Herndon reported on the October 15 Faculty and Staff Insurance and Benefits Committee meeting. Items discussed include tuition waivers for retirees and part-time staff which ended in 2021; Health Fair and open enrollment information; parental leave for birth and adoption; and the bereavement policy. The committee will meet via Zoom on November 15, and will be discussing flex benefits. Employees can send comments to the committee.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities Committee: No report.

Judicial Board: No report.

Sick Leave Appeals Committee: Dr. David Wilson said Staff Congress members interested in serving on the Sick Leave Appeals committee may contact him.

International Studies Advisory Committee: Staff Congress members interested in serving on this committee may contact Dr. David Wilson.

Budget Advisory Committee: No report.

Shared Governance Committee: No report.

Parking Advisory Committee: Duane Dycus said the committee will meet today to discuss Curris Center parking lot data and potential changes to the parking lot based on the data.

AD HOC COMMITTEES:

Bylaws Revision Committee: No report.

Staff Handbook Committee: Matt Purdy reported that the proposed updates to the Staff Handbook have been forwarded to Jackie Dudley. Dr. Wilson said he has asked Ms. Dudley who approves the proposed changes. Dr. Wilson will report the response back to Staff Congress.

Diversity Committee: Brett Shather said the committee will meet in November.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Dr. Wilson referred to Article VII of the Staff Congress Bylaws, regarding the creation of ad hoc committees. The Executive Committee discussed forming an ad hoc committee to update the Business Discount List and to develop guidelines for adding businesses to the list. Marion Hale has agreed to chair the committee. Dr. Wilson asked if there was any discussion. Dr. Wilson asked for a motion. Jodi Hanneman made a motion to form an ad hoc committee to update the Business Discount List and to develop guidelines for adding businesses to the list. Trish Lofton seconded, and the motion carried. Dr. Wilson nominated Marion Hale to serve as Committee Chair. Trish Lofton seconded, and the motion carried. Dr. Wilson said Congress members interested in serving on the committee may contact him.

Matt Purdy said that as part of breast cancer awareness month in October, he is participating in the Men in Pink Program to raise money for Murray Calloway County Hospital's regional cancer center. He asked employees to view the link at http://bit.ly/purdy_pink . Persons may contact him with questions.

Dr. Wilson reminded staff of the Staff Regent Candidate Forum scheduled for October 21, and encouraged to staff to vote in the election which will be held October 26-28.

Informational Items: The next Staff Congress meeting is scheduled for November 17, at 1:30 p.m. via Zoom.

ADJOURNMENT: Marion Hale made a motion to adjourn. Brett Shather seconded, and the motion carried.