MURRAY STATE UNIVERSITY

Staff Congress

Minutes for March 25, 2026—Approved by Staff Congress April 15, 2026
Wells Hall, Room 118, and Zoom

Present: Emily Asher, Ken Ashlock, Dedrick Brooks, Hannah Durbin, Duane Dycus, Gerry Harris, Abby Hensley, Orville Herndon, BJ Johnson, Kelsey Johnson, Bobby Koehler, Trish Lofton, David Looney, Jeremy McKeel, Audrey Neal, Kim Newbern, Amy Sanders, Mary Steely, Rachel Stewart, Kristen Swisher, Justin Thomas, Karami Underwood, Brian Williams, Lisa Willis, Casey Workman

Absent: Dayna Hutchinson, Carlos Lopez, Tressa Ross, David Shelton

Guests: Michael Bordieri, Faculty Senate President; Wendy Cain, Assistant Vice President of Finance and Administrative Services; Dr. Laura Foltz, Vice President of Finance and Administrative Services; Camela Ramey; Dr. Don Robertson, Vice President of Student Affairs; Haley Stedelin, Associate Director of Human Resources; Dr. David Wilson, Staff Regent

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

REPORTS FROM SPECIAL GUESTS PRESENT:
Dr. Laura Foltz, Vice President of Finance and Administrative Services: Dr. Foltz provided a summary of the updated purchasing card limits and updated invoice and requisition approval processes. Details are available in the *Administrative Process Efficiency Measures Effective April 1* email that was sent to employees. Other processes are being evaluated for potential improvements to increase efficiency. The Budget Advisory Committee will meet the week of March 30. The next Budget Town Hall will be held in April. Staff Evaluations are due April 10.

Dr. Don Robertson, Vice President of Student Affairs: Dr. Don Robertson provided an enrollment update for the spring 2026 and fall 2026 semesters, as well as for Racer Academy and Racer Nation Orientation. He said students are on campus today for Racer Day.

The Ms. MSU Pageant will be held March 28. The 69th All-Campus Sing is scheduled for April 18. Use of the Free Speech Zone increases during the spring semester. The list of scheduled speakers for the Free Speech Zone is available on the Student Life website.

Haley Stedelin, Associate Director of Human Resources: Haley Stedelin said performance appraisals are due April 10. Walking groups will be held on Wednesdays in April. More information will be sent to employees. A Lunch and Learn session will be held over Zoom on April 15. Information on the session will be sent to employees.

Staff Regent Report: Staff Regent Dr. David Wilson said that a blood drive will be held in the Curris Center on April 1 and 2. He will pause email summaries of the Board of Regents meeting in order to avoid duplicating the information in the meeting summaries sent by Dr. Patterson. A special Board of Regents meeting is scheduled for April 3. One of the items on the agenda for the meeting will be to confirm the appointment of the new Provost. The meeting will be live-streamed.

Dr. Wilson encouraged staff to welcome students visiting the campus. He said he appreciates the staff.

Dedrick Brooks said responses to the *Great Colleges to Work for* survey are due March 27.

APPROVAL OF MINUTES: Abby Hensley made a motion to approve the February 18, 2026 Staff Congress Meeting Minutes. Dedrick Brooks seconded. President Neal asked if there were any corrections. Hearing none, she called for the vote. The motion carried.

APPROVAL OF TREASURER'S REPORT:
Approval of February 2026 Treasurer's Report: The February 2026 Treasurer's Report will be presented at the April Staff Congress meeting.

STANDING COMMITTEE REPORTS:
Executive Committee: President Neal said the Executive Committee did not meet during March due to President Neal's traveling for work. The Executive Committee submitted a request to increase the Staff Congress budget in order to increase the number of hours for the Staff Congress Secretary. Dr. Don Robertson assisted with preparing the request.

Credentials and Elections Committee: Orville Herndon reported that the filing period for the Staff Congress Election is open. He asked Staff Congress members to encourage their colleagues to run for a seat on Staff Congress. Mr. Herndon listed the open positions. The filing period will close on April 6, at 4:30. The election will be held April 21-22. Postcards with information about the Staff Congress Election and filing period were delivered to staff on March 23 and 24.

President Neal said reminders about the election will be sent to Staff Congress representatives to send to their constituents.

Staff Recognition and Special Events Committee: Kim Newbern said a social event will be planned as part of Staff Success Week.

Communications Committee: Jeremy McKeel said the Communications Committee will promote the Staff Congress Election, Staff Success Week, and Racer Spirit Awards.

Working Conditions Committee: No report.

Staff Survey Committee: Dedrick Brooks reported that the committee is in the process of redacting personal information that some respondents included in the Staff Survey. Sections of the survey responses will be assigned to members of the Staff Survey Committee to prepare the Staff Survey Report. The committee tentatively plans to send the report to the Staff Congress Executive Committee by the end of April. Approximately 332 responses to the survey were received.

President Neal noted that extending the number of days the survey is open for responses led to an increase in the number of responses last year and this year.

Textbook Scholarship Committee: Karami Underwood reported that the spring scholarships were awarded. Pictures of the scholarship recipients will be sent to Jeremy McKeel for publication on Staff Congress social media. The committee will discuss fundraising for the scholarships.

President Neal asked that the list of scholarship recipients be sent to her for inclusion in the Staff Congress Annual Report.

Personnel Policies and Benefits Committee: Trish Lofton said the university administration reviewed the proposed changes to the callback policy, the *Overtime and Exceptional Compensation Policy*, and decided not to proceed with the changes.

The Personnel Policies and Benefits Committee will meet to discuss the tuition waiver policy and how to proceed with suggested changes included in the *Staff Congress Resolution in Support of Tuition Waiver Policy Revision* that was approved by Staff Congress and submitted to Dr. Patterson.

Community Involvement and Access Committee: Kristen Swisher reported that the sessions have been confirmed for the Staff Success Week scheduled for May 18-22. Beginning in mid-April, the Community Involvement and Access Committee will work with the Communications Committee to distribute information to staff regarding Staff Success Week.

UNIVERSITY-WIDE COMMITTEES:
Faculty and Staff Insurance and Benefits Committee: Orville Herndon said the Faculty and Staff Insurance and Benefits Committee will meet on April 17, at 9:30 a.m. The university's health insurance consultant, Marsh McLennan Agency, will provide information on wellness. At the committee's meeting on March 13, Marsh McLennan representatives presented information on voluntary benefits.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities Committee: Dedrick Brooks reported that the following naming proposals were approved by the Board of Regents: the *James T. Jennings Assistant Coach Office* and the *Bruce Brockenborough Performance Studio*.

Judicial Board: No report.

Sick Leave Appeals Committee: No report.

International Studies Advisory Committee: No report.

Budget Advisory Committee: President Neal said that as Dr. Foltz mentioned, the next meeting of the Budget Advisory Committee is scheduled for the week of March 30. The information presented at the committee meetings provided background for budget decisions. President Neal has received positive feedback regarding the Budget Town Hall held earlier in March.

Shared Governance Committee: No report.

Parking Advisory Committee: Duane Dycus said the committee is in the process of scheduling a meeting for the spring semester.

Affirmative Action Committee: No report.

AD HOC COMMITTEES:
Staff Regent Bylaws Revision Committee: Orville Herndon reported that the Staff Regent Bylaws Revision Committee is waiting for the results of the Kentucky Legislative Session to determine if any changes will be made to statutes that affect faculty and staff representatives to university boards of regents.

UNFINISHED BUSINESS:
Late Penalty Resolution: President Neal presented the revised *Resolution Regarding Late Fee Penalties for Delinquent Timecards and Leave Reports* that was sent to Staff Congress members in February. The revised version contains the changes discussed by Staff Congress at the February 18, 2026 Staff Congress meeting. Orville Herndon made a motion to approve the revised *Resolution Regarding Late Fee Penalties for Delinquent Timecards and Leave Reports*.
Jeremy McKeel seconded the motion. President Neal asked if there was any discussion. Hearing none, she called for the vote. The motion carried. President Neal will forward the approved resolution to the Murray State President Dr. Patterson and his executive council.

David Looney said that at the Faculty and Staff Insurance and Benefits Committee meeting, the university's health insurance consultant, Marsh McLennan Agency, complimented Murray State employees for their use of benefits and for managing their healthcare.

Kristen Swisher added that the Marsh McLennan Agency representatives said employees' use of wellness benefits contributes to better health.

Orville Herndon complimented Marsh McLennan Agency for providing information and answering questions.

Mary Steely said staff have contacted her to express appreciation to the administration for providing the full week of Spring Break for staff.

President Neal thanked the university administration for providing the full week of Spring Break for staff.

NEW BUSINESS: None.

INFORMATION ITEMS:
President Neal said the Presidential Inauguration Committee met on March 25. The schedule of events for the inauguration is available on the Murray State website. As part of the inauguration events, individuals may submit photos for the *Interactive Presidential Gates Mosaic* on the inauguration website.

Seating will be reserved for staff at the Presidential Investiture on April 14. A reservation form will be sent to staff so that the appropriate number of seats can be reserved. President Neal asked for volunteers to serve as marshals during the investiture processional. Interested Staff Congress members may contact President Neal.

After today's Staff Congress meeting is adjourned, President Neal will distribute *Years of Service* certificates to Staff Congress members to deliver to staff members who were unable to attend the Staff Recognition Reception in December.

Gerry Harris listed dates for the following upcoming events: April 22: Earth Day Celebration at the Murray campus quad; April 23: The Biodiversity Art Competition display in the Biology Building Atrium; April 23: The Maggie Morgan Memorial Science Café, at the Big Apple Café in Murray; April 25: Earth Day Celebration at the Murray State Arboretum.

Ms. Harris said a memorial service will be held in May for Dr. David White, a retired Murray State Biology Professor and former Director of the Hancock Biological Station.

ADJOURNMENT: Mary Steely made a motion to adjourn. Abby Hensley seconded, and the motion carried. The meeting was adjourned.