



Staff Congress

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

Present: Charley Allen-Dunn, Laura Buchanan, Dr. S.G. Carthell, Duane Dycus, Dr. Jessica Evans, Orville Herndon, Matt Jones, Sondra Kreger, Trish Lofton, Jeremy McKeel, Jerry O'Bryan, Evan O'Neal, Debbie Plummer, Brian Purcell, Matt Purdy, Brett Shather, Brian Truskey, Tim Williams, Dr. J. David Wilson, and Staff Regent Phil Schooley.

Guests: Joyce Gordon, Director of Human Resources; Dr. Robert (Bob) Jackson, President; Dr. Don Robertson, Vice President of Student Affairs; Dr. Melony Shemberger, Faculty Regent; and Dr. Tim Todd, Vice President of Academic Affairs.

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

Dr. Robert (Bob) Jackson, President: Dr. Bob Jackson said the first part of the spring semester will operate as the fall semester did. He has sent emails to the university staff, faculty, and students informing them of rapid covid-19 tests at MSU Health Services at no cost to persons being tested. The Kentucky Legislature has been in session since the first week of January. The university administration has been in contact with members of the legislature regarding items that affect MSU. Dr. Jackson provided updates on the performance funding model bill proposed by the work group. He gave an update on KERS pension plan employer contributions. The legislature's session is scheduled to end on or before March 31.

Dr. Jackson spoke about enrollment numbers. Recruitment has become more challenging without in-person recruitment visits to high schools. The Faculty and Staff Budget Advisory Committee will meet on January 26. Murray State will receive some of the federal stimulus funds approved in December for universities. Guidelines for using the funds will be provided to universities. Dr. Jackson gave an updated on covid-19 vaccination distribution.

Dr. Tim Todd, Vice President of Academic Affairs: Dr. Tim Todd provided an update on course delivery for the spring semester. Courses are being taught using a combination of in-face meetings, Zoom, web, dual credit, directed studies, and internships. He said he appreciates the work of staff.

Dr. Don Robertson, Vice President of Student Affairs: Dr. Don Robertson reported on recruitment and enrollment efforts. He listed enrollment numbers and credit hours of enrolled students for the holiday, winter, spring, and upcoming fall semesters. He thanked Dr. Peggy Whaley's office and Matt Jones's office for their work in recruitment and retention. February 5-6 is the Admitted Student Kickoff which will held virtually this year. Data shows that participation in the program has a positive effect on fall enrollment. He thanked staff for welcoming students and their families who visit campus. This has a positive effect on enrollment.

Joyce Gordon, Director of Human Resources: Joyce Gordon explained revisions to the Racer Wellness program for 2021. Human Resources is working with the Employee Assistance Program to provide advisory training for interested employees.

Dr. Melony Shemberger, Faculty Regent: Dr. Melony Shemberger reported on Blitz Week hosted by the Faculty Development Center January 11-14, 2021. The virtual sessions and panels presented ideas, tools, and technology for faculty and staff.

Phil Schooley, Staff Regent: Phil Schooley said the next Board of Regents meeting is scheduled for February 26. He said persons with suggestions for the upcoming Staff Survey may contact the Staff Survey Committee which will meet on February 11.

APPROVAL OF MINUTES: Trish Lofton made a motion to approve the December 2020 Staff Congress meeting minutes as presented. Matt Purdy seconded, and the motion carried.

APPROVAL OF TREASURER'S REPORT: Debbie Plummer made a motion to approve the December 2020 Treasurer's Report as presented. Dr. S.G. Carthell seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: Dr. David Wilson said some of his work with Staff Congress has been delayed due the illness and hospitalization of his father. He reported that Staff Congress member Debbie Griffin has retired from the university and Staff Congress member Lindsey Powers has accepted off-campus employment. Staff Congress members interested in completing Lindsey Powers' term on the Judicial Board may contact Dr. Wilson. At their meeting on January 14, the Staff Congress Executive Officers discussed the need to have a mechanism that would allow Staff Congress to make a statement on issues and events such as the Washington, D.C. occurrence on January 6, 2021. Such a mechanism would also allow Staff Congress to participate with Faculty Senate in the development of joint statements such as the statement Faculty Senate presented to Staff Congress during the fall semester concerning the confederate monument in downtown Murray. The 2020 Staff Excellence Award recipients have been selected. Dr. Wilson is working with

Jeremy McKeel, Staff Congress Recognition Committee Chair and Manager of Digital Media Services, and Jackie Dudley, Vice President of Finance and Administrative Services, to determine how to recognize 2020 Staff Excellence Award recipients and Years of Service recipients virtually. Staff Congress committees for Special Events and Staff Recognition will also be involved in the planning. Dr. Wilson has forwarded to the appropriate Staff Congress Committees the comments received on the Staff Survey. He thanked staff for their work to make the fall semester successful.

Credentials and Elections Committee: Committee Co-Chair Orville Herndon said the committee will be seeking staff to fill the vacancies created by the retirement and off-campus employment of Debbie Griffin and Lindsey Powers. The Staff Regent Election will be held March 9-11, 2021. The committee hopes to present at the next Staff Congress meeting the dates for the April Staff Congress Election.

Staff Recognition Committee: Chair Jeremy McKeel said the committee plans to meet later in January to develop a means of recognizing staff as an alternative for the 2020 Staff Recognition Luncheon which was not held due to the pandemic. Dr. David Wilson asked staff to notify Jeremy McKeel of suggestions for the recognition event.

Staff Special Events Committee: Committee Chair Trish Lofton thanked Orville Herndon, Laura Buchanan, and all who helped with the virtual Santa visits on December 12. The event received positive response from participating families. Staff Congress may want to continue to host the event in the future. The Staff Special Events Committee will be working with the Staff Recognition Committee to plan for staff recognition which would have occurred at the 2020 Staff Recognition Luncheon that was not held due to the pandemic.

Communications Committee: Committee Chair Charley Allen-Dunn said she will send to Staff Congress members a link to a form for their contact information to be posted on the Staff Congress web page.

Working Conditions Committee: No report.

Staff Survey Committee: Committee Chair Dr. Jessica Evans said the committee will meet on February 11.

Personnel Policies and Benefits Committee: No report.

Staff Congress Foundation Textbook Scholarship Committee: Committee Chair Tim Williams reported that applications for the spring scholarships have been received. The committee will meet to choose scholarship recipients.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: Orville Herndon said the committee will meet on February 12, at 8:30 a.m. Employees can watch the meeting on Facebook. Employees can email him if they have questions or comments for the committee.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities Committee: No report.

Judicial Board: No report.

Sick Leave Appeals Committee: No report.

International Studies Advisory Committee: No report.

Budget Advisory Committee: Brian Purcell said the committee will meet the week of January 24.

Shared Governance Committee: No report.

Parking Advisory Committee: Duane Dycus said a spring semester meeting of the committee will be scheduled. Trish Lofton said additional blue tag and red tag parking spots have been added to the Curris Center parking lot. She said staff are very appreciative of the new parking spots.

AD HOC COMMITTEES:

Bylaws Revision Committee: No report.

Staff Handbook Committee: Matt Purdy reported that the updated Staff Handbook draft has been submitted to Dr. David Wilson for review.

Diversity Committee: No report. Dr. David Wilson said that due to be his father's illness and hospitalization he has not been able to schedule a committee meeting.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Debbie Plummer asked if the Pony Express will have food. It has been outside the Biology Building but doesn't have food. Dr. Jackson said he does not know. Last week he participated in a discussion concerning Dining Services. The goal is to have a food truck that moves through campus.

Regarding the Staff Congress Textbook Scholarship, Laura Buchanan asked when spring scholarship applications are due. Debbie Plummer answered that the deadline for spring semester scholarship applications is February 1.

Dr. David Wilson said the next Staff Congress meeting is scheduled for February 17, 2021, at 1:30 p.m., via Zoom.

ADJOURNMENT:

Trish Lofton made a motion to adjourn. Tim Williams seconded, and the motion carried. The meeting was adjourned.