



## Staff Congress

### Rough Draft Minutes for June 16, 2021 On-line Meeting via Zoom

**Present:** Charley Allen-Dunn, Kala Allen-Dunn, Kevin Crawford, Duane Dycus, Dr. Jessica Evans, Parker Griffith, Angela Guyton, Marion Hale, LaDonna Hamontree, Orville Herndon, Matt Jones, Sondra Kreger, Trish Lofton, Jeremy McKeel, Jerry O'Bryan, Evan O'Neal, Debbie Plummer, Matt Purdy, Brian Truskey, Dr. J. David Wilson, and Staff Regent Phil Schooley.

**Guests:** Christian Barnes, Staff Congress Member-elect; Russell Dunn, Staff Congress Member-elect; Jodi Hanneman, Staff Congress Member-elect; and Courtney Hixon, Interim Director of Human Resources.

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

**Courtney Hixon, Interim Director of Human Resources:** Courtney Hixon gave an update on Racer Wellness Pledge phase one incentive payments. Phase two began June 1, 2021. More information about phase two will be distributed at a later date.

**Dr. Melony Shemberger, Faculty Regent:** Dr. Shemberger was unable to attend today's Staff Congress meeting. Dr. David Wilson said he will forward Dr. Shemberger's Faculty Regent report to the Staff Congress Secretary to email to Staff Congress. The 5-page Faculty Regent report contains updates on faculty activities and the upcoming Board of Regents meeting.

**Phil Schooley, Staff Regent:** Phil Schooley provided response figures for the Staff Survey. He added that the survey is anonymous. The Board of Regents will have a retreat on September 2, and will meet on September 3. Staff may contact him with questions.

**APPROVAL OF MINUTES:** Matt Purdy made a motion to approve the May 2021 Staff Congress meeting minutes as presented. Jeremy McKeel seconded, and the motion carried.

**APPROVAL OF TREASURER'S REPORT:** Trish Lofton made a motion to approve the May 2021 Treasurer's Report as presented. Marion Hale seconded, and the motion carried.

#### **STANDING COMMITTEE REPORTS:**

**Executive Committee:** Dr. David Wilson thanked the members who are retiring from the university or finishing their terms with Staff Congress: Laura Buchanan, Debbie Plummer, Jerry O'Bryan, Dr. S.G. Carthell, and LaDonna Hamontree. He welcomed newly-elected Staff Congress members: Jodi Hanneman, Angela Richardson, Chris Cobb, Russell Dunn, and Christian Barnes.

The 2021-2022 Staff Congress Executive Officers will discuss whether Staff Congress will continue with Zoom meetings or will hold in-person meetings. Dr. Wilson would like input from Staff Congress members regarding having in-person or online meetings. He will speak with Jackie Dudley and Dr. Jackson, to determine if in-person meetings should be held in a meeting space larger than the room that was used for Staff Congress meetings prior to the pandemic. He suggested that Zoom continue to be used along with in-person meetings when they resume.

In the May Staff Congress meeting, the Staff Congress committee structure was discussed, including whether or not some committees should be combined, and changing the Diversity Committee's status from ad hoc to standing committee. As Staff Congress discusses the topic further to determine any proposed committees changes, the committee changes will require a change to the Staff Congress Bylaws.

Regarding the Staff Breakfast scheduled for June 22, Dr. Wilson noted that he, along with the Staff Congress Staff Special Events Committee Chair Trish Lofton, Vice President for Finance and Administrative Services Jackie Dudley, and University President Dr. Bob Jackson wanted to have a staff appreciation event for the 2020-2021 year in place of the August 2020 Staff Appreciation Luncheon which could not be held due to pandemic guidelines.

**Credentials and Elections Committee:** Orville Herndon thanked outgoing and retiring Staff Congress members for their service to Staff Congress. He made a motion that Sarah Hardaway be appointed to serve the remainder of Debbie Plummer's term on Staff Congress. Jeremy McKeel seconded, and the motion carried.

Mr. Herndon said the following write-in candidates in the April 2021 Staff Congress election have accepted election to Staff Congress: Jodi Hanneman, Angela Richardson, and Russell Dunn.

Officer Elections: Parliamentarian Marion Hale reviewed the officer qualifications that Orville Herndon emailed to Staff Congress members prior to today's Staff Congress meeting.

Mr. Herndon said that prior today's meeting, he received the nomination of Dr. David Wilson for President. He asked if there were any other nominations. There were none. Brian Truskey made a motion that nominations for President cease. Jeremy McKeel seconded, and the motion carried.

Mr. Herndon said he has not received any nominations for Vice President prior to today's meeting. He asked if there were any nominations from the floor. Matt Jones nominated himself. Mr. Herndon asked if there were any other nominations. There were none. Jeremy McKeel made a motion that nominations for Vice President cease. Matt Purdy seconded, and the motion carried.

No nominations were received for Treasurer prior to today's meeting. Marion Hale opened the floor for nominations for Treasurer. Duane Dycus nominated Trish Lofton. Marion Hale asked if there were any other nominations. There were none. Brian Truskey made a motion that nominations for Treasurer cease. Jeremy McKeel seconded the motion, and the motion carried.

Mr. Herndon verified the attendance of Staff Congress members in order to email those members a link to vote for executive officers anonymously. Due to a delay in the emailing process, he posted the voting link in the meeting chat. He noted that Staff Congress Bylaws do not allow voting by proxy.

Ms. Hale appointed Orville Herndon and Duane Dycus as election tellers. Mr. Herndon sent the election results link to Mr. Dycus and Ms. Hale. Mr. Dycus read the results: 17 votes in total; Dr. David Wilson received 16 votes for President; Matt Jones received 16 votes for Vice President; Trish Lofton received 17 votes for Treasurer. There were no write-in votes.

**Staff Recognition Committee:** No report. Dr. Wilson added that he has spoken with Staff Recognition Committee Chair Jeremy McKeel as well as with Jackie Dudley and Sharon Meloan in the office of Vice President for Finance and Administrative Services to begin planning the August 2021 Staff Recognition Luncheon. Staff many contact Dr. Wilson with suggested dates for the luncheon.

**Staff Special Events Committee:** Trish Lofton reported that an email was sent to staff with details for the June 22 Staff Breakfast Reception in the Waterfield Library Breezeway. Staff are invited to come and go at their convenience. She asked for Staff Congress volunteers to greet staff during the breakfast. She thanked Jackie Dudley's office for sponsoring the breakfast.

**Communications Committee:** No report. Dr. Wilson reminded Congress members to complete the contact information form and return it to Communications Committee Chair Charley Allen-Dunn who will be posting the contact information to the Staff Congress web page.

**Working Conditions Committee:** No report.

**Staff Survey Committee:** Dr. Jessica Evans said the Staff Survey Committee will meet to discuss the Staff Survey results.

**Staff Congress Foundation Textbook Scholarship Committee:** No report.

**Personnel Policies and Benefits Committee:** No report.

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

**Faculty and Staff Insurance and Benefits Committee:** Orville Herndon said the Faculty and Staff Insurance and Benefits Committee will meet to hear 2022 health insurance plan cost projections when Human Resources has the information. Retiring Staff Congress member Debbie Plummer served on the Faculty and Staff Insurance and Benefits Committee. Congress members interested in filling the vacancy on the committee beginning July 2021, may email Congress President Dr. Wilson who appoints Congress members to the committee. Congress members can contact Mr. Herndon with questions about serving on 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:** No report.

**Shared Governance:** No report.

**Parking Advisory Committee:** No report.

**AD HOC COMMITTEES:**

**Bylaws Revision Committee:** Orville Herndon reported that the committee has requested a count of employees in each employment category in order to determine possible revisions to the number of Staff Congress representatives to elect from each category. Congress members may send him comments or suggests for the committee. He suggested that Staff Congress discuss at possibly the August or September 2021 meeting, the Congress' preferences and ideas for the committee structure for Staff Congress.

**Staff Handbook Committee:** Matt Purdy said revision of the Staff Handbook is in-progress.

**Diversity Committee:** No report.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

Dr. Wilson said the next Staff Congress meeting is scheduled for July 21, 2021, at 1:30 p.m. He again thanked retiring and outgoing Staff Congress members again for their service: LaDonna Hamontree, Laura Buchanan, Debbie Plummer, Dr. S.G. Carthell, and Jerry O'Bryan. He reminded staff to send any suggestions of dates for the Staff Appreciation Luncheon to Staff Recognition Committee Chair Jeremy McKeel.

**ADJOURNMENT:** Trish Lofton made a motion to adjourn. Matt Purdy seconded, and the motion carried. The meeting was adjourned.