



Staff Congress

Draft Minutes for August 16, 2017 304 North Applied Science Building

Present: Re’Nita Avery-Meriwether, Jami Carroll, Roy Dunaway, Duane Dycus, Parker Griffith, Orville Herndon, Mary-Elaine Horn, Laura Lohr, Leanna Linn McClure, Jerry O’Bryan, Robyn Pizzo, Debbie Plummer, Mark Prusaczyk, Brian Purcell, Kendrick Quisenberry, Maria Rosa, Amy Watters, Tim Williams, David Wilson, John Young, and Staff Regent Phil Schooley.

Guests: Dr. Robert Davies, President; Dr. Katherine Farmer, Faculty Regent; and Dr. Renee Fister, Chief of Staff.

CALL TO ORDER: Staff Congress President John Young presided over the meeting.

REPORTS FROM SPECIAL GUESTS:

Dr. Robert Davies, President: Dr. Davies thanked everyone for the response to the event at Richmond Hall in June. Many people worked together to prepare for the students’ arrival in the aftermath of Richmond’s closure. He has received positive comments from parents and students about the cleanliness and appearance of the residential buildings. He thanked staff for their help to make student move-in day successful. He complimented staff for their efforts with Racer OneStop. Amy Watters said that students have expressed appreciation for Racer OneStop. Dr. Davies gave an update on current enrollment and retention figures. The numbers are expected to fluctuate before final totals can be determined. The Student Success Commission, headed by Peggy Whaley, will examine financial, administrative, and educational methods to retain sophomores so they will continue into their junior year and eventually graduate.

Dr. Davies said that three years ago, the university conducted a study concerning tuition waiver sustainability. As a result, the university changed from applying tuition waivers before financial aid is applied to student balances to applying tuition waivers after financial aid is applied, as other universities do. He added that other universities limit the number of course hours paid by tuition waivers and the number of waivers used per student. MSU limits the number of courses, rather than the number of hours.

He thanked Staff Congress for a wonderful Staff Recognition Luncheon to start the year and to celebrate accomplishments. He answered questions, including noting that Brian Van Horn will be working with special projects initiatives, with his specific duties to be determined. The ribbon-cutting for the Engineering and Physics Building will be held as part of Homecoming events.

Dr. Renee Fister, Chief of Staff: Dr. Renee Fister thanked Staff Congress for the Staff Appreciation Luncheon. She relayed positive comments about the luncheon. She thanked Staff Congress for allowing her to show the PowerPoint program of the Strategic Plan update at the luncheon. The Strategic Plan is in the process of being reduced from 63 initiatives in order to work efficiently and effectively due to performance funding measures. Seven initiatives have been accomplished. Since the event at Richmond Hall occurred, a task force has been evaluating emergency protocols.

Staff Regent Report: Staff Regent Phil Schooley said the Board of Regents advance is August 24 and the meeting is August 25. He thanked campus police for assistance with student move-in.

Laura Lohr said that a group has been hosting a table in the Curris Center to recruit for its group. She said that employees should be alert for behavior possibly inspired by such groups. Campus Police Captain Roy Dunaway reminded staff to always be vigilant and to contact Campus Police if they see unsafe or abnormal situations.

Credentials and Elections Committee: Credentials and Elections Committee Chair Orville Herndon introduced Kendrick Quisenberry, from the Office of Recruitment, and Mary-Elaine Horn, from the Hopkinsville campus. He made a motion to appoint Kendrick Quisenberry and Mary-Elaine Horn to complete the Staff Congress terms of Stephanie Totty and Dana Howard who resigned to begin doctoral work and to accept off-campus employment, respectively. John Young asked if there was any discussion. There was none. The motion carried. Orville gave an update on the process underway to fill the two Staff Congress vacancies in the Facilities Management Category. He hopes to present nominations for those positions at the September Staff Congress meeting.

JULY MEETING MINUTES: Brian Purcell made a motion to approve the July Meeting Minutes as presented. Laura Lohr seconded, and the motion carried.

JULY TREASURER’S REPORT: Treasurer Laura Lohr presented the July Treasurer’s Report. Debbie Plummer made a motion to approve the July Treasurer’s Report as presented. Robyn Pizzo seconded, and the motion carried. Robyn asked if any information was known about moving the unused Flower Fund balance to the Textbook Scholarship Fund as discussed at the July Staff Congress meeting. Laura said that when outgoing Treasurer Jessica Evans returns from her Study Abroad trip, she and Jessica will ask the MSU Foundation if the transfer can be made.

STANDING COMMITTEE REPORTS:

Executive Committee: John Young said the Faculty and Staff Leadership Council will meet with Dr. Davies on September 26, October 17, and December 7. John has emailed Staff Congress committee assignments to Congress members. He will add the new Congress members to the committees.

Staff Recognition Committee: Chair Laura Lohr said the Staff Recognition Luncheon vendor fair was successful. She asked for feedback regarding the vendor fair. Additionally, the Staff Survey will provide staff with the opportunity to comment on the vendor fair. She thanked Staff Congress members for welcoming staff as they entered the luncheon. The Curris Center Ballrooms have been reserved for the August 7, 2018 Staff Appreciation Luncheon.

Staff Special Events Committee: John Young said the Staff Special Events Committee will begin planning for the December 2 Children's Christmas Party and the December 7 Staff Reception. A new chair is needed for this committee to replace outgoing chair Stephanie Totty who will be moving out of Murray to begin doctoral work.

Communications Committee: Laura Lohr said she has been updating the Staff Congress Facebook page and welcomes items and information to post. John Young said that the photos of the Staff Appreciation Award recipients, Years of Service Certification recipients, and 2017-2018 Staff Congress members can be posted on the Facebook page.

Working Conditions Committee: Jerry O'Bryan said that staff, faculty, and students who will be driving university vehicles must update their information annually with the university Transportation Services office.

Staff Congress Foundation Book Scholarship Committee: Book Scholarship Committee Chair Robyn Pizzo said the committee has not received any applications for the fall textbook scholarship. The applications are due on September 1. Laura Lohr said she will post a reminder on the Staff Congress Facebook page.

Personnel Policies and Benefits Committee: No report.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: John Young reported that at its meeting on July 31, the Faculty and Staff Insurance and Benefits Committee received financial data on insurance claims paid through June. The committee's next meeting is scheduled for August 28 at 8:30 a.m., in Room 304 of Applied Science North. At that meeting, the committee will probably receive information about 2018 insurance. Open enrollment is October 13-27. The Health Fair will be held on October 19.

Intercollegiate Athletic Council: John Young has asked Parker Griffith to serve on the Intercollegiate Athletic Council.

Naming Campus Facilities Committee: John Young asked Tim Williams to be the staff representative to the Naming Campus Facilities Committee.

Judicial Board: No report.

Sick Leave Appeals Committee: No report.

International Studies Advisory Committee: No report.

Budget Advisory Committee: No report.

Shared Governance Committee: No report.

UNFINISHED BUSINESS: John Young asked if there was any unfinished business. There was none.

NEW BUSINESS: Orville Herndon said a petition has been given to him which asks that the city payroll tax be put on the ballot. He asked interested persons to gather petition signatures and gave instructions for returning completed petitions.

John Young said that the next Staff Congress meeting is scheduled for September 20 at 1:30 p.m., in Room 304 of Applied Science North. He reminded staff that the Murray campus will be open on August 21, the day of the Solar Eclipse.

Phil Schooley said the Staff Survey has been sent to Beth Sloan who will email the survey to staff towards the end of September.

ADJOURNMENT: Tim Williams made a motion to adjourn. Debbie Plummer seconded, and the motion carried.