



Staff Congress

Draft Minutes for July 20, 2022 On-line Meeting via Zoom

Present: Marty Anderson, Christian Barnes, Dedrick Brooks Russell Dunn, Duane Dycus, Parker Griffith, Angela Guyton, Marion Hale, Kimberly Hanberry, Jodi Hanneman, Orville Herndon, Matt Jones, Sondra Kreger, Trish Lofton, Jeremy McKeel, Audrey Neal, Kim Newbern, Matt Purdy, Angela Richerson, Tressa Ross, Brett Shather, Matthew Todd, Brian Truskey, Dr. J. David Wilson.

Absent: S.G. Carthell, Chris Cobb, Kevin Crawford, Sara Hardaway, Kendrick Quisenberry.

Guests: Dr. Robert Jackson, President, Murray State University; Dr. Don Robertson, Vice President of Student Affairs; and Dr. Jessica Evans, Staff Regent.

CALL TO ORDER: Staff Congress President Trish Lofton called the meeting to order.

Dr. Robert Jackson, President: Dr. Jackson provided an update as to the renovations on campus. He said he hoped to make an announcement regarding the new Athletic Director in August. He was asked by Tressa Ross when the overpass would be closed. He reported that it was uncertain as there were not enough bids were received for the project.

Dr. Don Robertson, Vice President of Student Affairs: Dr. Robertson said enrollment for fall was up in all categories. He told the group there had been a lot of visitors on campus and asked that we take a moment to greet them. He mentioned there maybe a new Illinois recruiter. There is a new International Recruiter, Dr. Richardo, and a significant gain in ESL enrollment. He said Racer One Stop will be in the Curris Center from August 10 – 22. There is a new app for Great Beginnings.

Staff Regent Report: Dr. Jessica Evans, Staff Regent: Dr. Evans said there are two new Board of Regents members. She stated the Faculty Breakfast is August 15th at the CFSB Center. The Staff Survey is now closed and the committee will begin to process the data.

APPROVAL OF MINUTES: Jodi Hanneman made a motion to approve the July 2022 Meeting Minutes as presented. Marty Anderson seconded, and the motion carried.

APPROVAL OF TREASURER'S REPORT: Jeremy McKeel made a motion to approve the July 2022 Treasurer's Report as presented. Matt Jones seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: President Lofton reported the Executive Council met last Tuesday. She asked the membership to complete their committee preferences on the Google Form that was sent out. President Lofton said she would like to schedule Listening Sessions in the fall and spring. Some members met at The Apple for a time of fellowship. She reported the meetings would continue to be held via Zoom. The committee is drafting goals and objectives for next year.

Credentials and Elections Committee: Orville Herndon said there were 22 of 27 members present for the meeting. There are still several vacancies. He said he is continuing to work on different ways of breaking down membership categories.

Staff Recognition Committee: No report.

Staff Special Events Committee: President Lofton reported on the Staff Breakfast at the Waterfield Library Breezeway.

Communications Committee: No report.

Working Conditions Committee: No report.

Staff Survey Committee: Results of the Staff Survey were presented.

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 Monday at 8:30 a.m. Insurance issues will be addressed.

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 Committee: No report.

Parking Advisory Committee: Duane Dycus said there are new signs at the Curris Center which restrict parking from 10:00 p.m. until 7:00 a.m.

AD HOC COMMITTEES:

Bylaws Revision Committee: Orville Herndon reported that he is still working on ideas on breaking down the employee divisions.

Staff Handbook Committee: No report.

Diversity Committee: No report.

UNFINISHED BUSINESS:

Marty Anderson made a motion to change the Diversity Committee from an Ad Hoc Committee to a Standing Committee. Matt Purdy seconded the motion. The motion passed. Audrey Neal stated the need to clarify wording from “create “to change the name to Diversity, Equity, and Inclusion Committee. Matt Purdy made a motion to accept the motion as amended. Brett Shather seconded the motion. The motion passed.

Orville Herndon made a motion to combine the Staff Recognition Committee and the Staff Special Event Committee. David Wilson seconded the motion. The motion passed.

NEW BUSINESS:

President Lofton distributed the Goals and Objectives for the year 2022 – 2023. Discussion followed as to the items listed within the Goals and Objectives. Orville Herndon made a motion to approve the 2022 - 2023 Goals and Objectives as presented. Audrey Neal seconded the motion. The motion passed. The 2022-2023 Goals and Objectives are attached to the minutes.

Information Items:

President Lofton asked the members to complete the committee assignments by the afternoon.

The next Staff Congress meeting is scheduled for August 17, 2022 at 1:30 p.m. via Zoom.

ADJOURNMENT: Jodi Hanneman made a motion to adjourn. Marty Anderson seconded, and the meeting was adjourned.

MURRAY STATE UNIVERSITY STAFF CONGRESS

2022-2023 Goals and Objectives

ADOPTED 07/20/2022

Purpose: Provide support to Murray State University staff by representing their needs, concerns, and interests through these enhanced efforts by the Staff Congress membership.

Goal: Create a multi-faceted approach to increase communication and engagement of staff, with intentional involvement of the regional campuses.

OBJECTIVE:	ACTION ITEMS:	MEASURABLE:	RESPONSIBLE:	DATE DUE:	STATUS:
Develop a comprehensive and inclusive communications plan to inform and engage staff through in-person contact and electronic communications.	Utilize social media by creating new Facebook and Instagram accounts. Create an electronic informational flyer to post on web as part of the Human Resources new hire materials. Host listening sessions each semester on main and regional campuses. Make personal contact with new staff hires. Host periodic after hours events at local restaurants. Continue support of current staff events, recognition, and scholarships.	Progress will be measured by the number of new hires that receive information from Staff Congress through personal contact and electronic communication. Analytics will be used to monitor interactions on social media pages. Feedback will be collected during listening sessions.	Executive Council, Communications Committee, Staff Recognition and Special Events Committee	September 1, 2022	Not started

Goal: Realign Staff Congress membership to accurately reflect constituency categories.

OBJECTIVE:	ACTION ITEMS:	MEASURABLE:	RESPONSIBLE:	DATE DUE	STATUS
Review the number of Staff Congress members in position categories to ensure staff are being fairly represented across constituency groups.	Work with Human Resources to review the number of staff in each position category. Realign the number of members in each constituency group to reflect fair representation. Develop a by-laws change proposal to formalize the revisions.	A by-laws change would be submitted as a result of the review and realignment of member representation.	Executive Council, Election and Credentials Committee	November 1, 2022	Not started

Goal: Provide enhanced support and guidance to Standing Committees so their work will reflect the 2022-2023 goals and objectives plan.

OBJECTIVE:	ACTION ITEMS	MEASURABLE:	RESPONSIBLE:	DATE DUE	STATUS
Increase involvement of Standing Committees by creating measurable action items for the year.	Provide training for incoming committee chairs. Assist committees in establishing achievable action items. Committee chairs will establish appropriate deadlines for their projects. Research fundraising opportunities to assist with Staff Congress scholarships.	Actions items directly correlated to goals and objectives will be completed.	President, Executive Council, all Standing Committees and chairs, entire membership	June 30, 2023	Not started.