



Staff Congress

Draft Minutes for May 18, 2022 On-line Meeting via Zoom

Present: Charley Allen-Dunn, Marty Anderson, Dr. S.G. Carthell, Russell Dunn, Angela Guyton, Jodi Hanneman, Sara Hardaway, Orville Herndon, Matt Jones, Sondra Kreger, Trish Lofton, Jeremy McKeel, Audrey Neal, Kim Newbern, Matt Purdy, Angela Richerson, Brett Shather, Brian Truskey, Dr. J. David Wilson.

Absent: Christian Barnes, Dedrick Brooks, Chris Cobb, Kevin Crawford, Duane Dycus, Parker Griffith, Marion Hale, Kendrick Quisenberry.

Guests: Courtney Hixon, Director, Human Resources; Dr. Melony Shemberger, Faculty Regent.

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

Courtney Hixon, Director, Human Resources: Courtney Hixon said summer hours will be in effect from May 31 through July 29. Summer office hours will be 7:30 a.m. to 4:00 p.m. A reminder of the summer hours will be in Racer Nation. Phase 1 of the Racer Wellness Pledge will end May 31. She said Wayne Corporation Employee Assistance Program provides videos that can be viewed by employees and their family members. Videos available in May include grief, illness, and family caregiving. Persons with questions about accessing the videos may contact Human Resources.

Faculty Regent Report: Dr. Melony Shemberger reported that Faculty Senate elected the following officers for the upcoming academic year: David Roach, President; Heidi Ortega, Vice President; Sarah Martin, Secretary.

Staff Regent Report: On behalf of Staff Regent Dr. Jessica Evans who was unable to attend today's Staff Congress meeting, Dr. David Wilson asked staff to encourage co-workers to complete the Staff Survey. The survey will close at 11:59 p.m., on May 31. Staff with questions about the survey and staff who did not receive the survey may contact Dr. Evans at jevans15@murraystate.edu. Dr. Wilson said the survey was sent without an introduction from Dr. Evans. She was able to send an email to staff the next day to introduce the survey and explain its purpose. A special-called Board of Regents meeting will be held on May 26, to discuss the P3 partnership program. An agenda for the meeting will be forthcoming. The quarterly Board of Regents meeting is scheduled for June 3. Staff may contact Dr. Evans with questions.

APPROVAL OF MINUTES: Trish Lofton made a motion to approve the April 2022 Meeting Minutes as presented. Marty Anderson seconded, and the motion carried.

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

STANDING COMMITTEE REPORTS:

Executive Committee: Dr. David Wilson said that its May meeting, the Executive Committee discussed the possibility of combining some Staff Congress committees. The committee will discuss the topic further. If a recommendation is made to combine committees, a revision to the Bylaws will be required.

The Executive Committee would like to have an unofficial gathering of Staff Congress members on May 27, at approximately 4:30-6:00 p.m. The exact time and location will be determined. Staff Congress will not be providing food or beverages.

The committee discussed the need to evaluate and adjust Staff Congress representation categories and/or the number of representatives.

Dr. Wilson said he hopes staff had a good end to the spring semester.

Credentials and Elections Committee: Orville Herndon gave the results of the April 2022 Staff Congress Election. He said the results were also emailed to staff after the election. He said that at a previous Staff Congress meeting, the Credentials and Elections Committee recommended waiting until after the election to fill the vacancy created by Brian Purcell who resigned from Staff Congress due to his new appointment as Murray State CIO. Orville Herndon nominated Kim Hanberry to complete the remainder of Brian Purcell's term on Staff Congress which ends June 30, 2022. Ms. Hanberry was elected to Staff Congress during the April 2022 election. Her term will begin July 1, 2022. Brian Truskey seconded, and the motion carried.

At the June 2022 Staff Congress meeting, Congress members will elect officers for the 2022-2023 year. He explained the requirements to run for officer positions, as stated in the Bylaws. Mr. Herndon will email officer election information to Staff Congress members. Persons

interested in running for an officer position can notify Mr. Herndon to be included on the ballot. Nominations will also be accepted from the floor at the June meeting.

Regarding staff employment categories and representative on Staff Congress, he gave the number of staff in each category. He said staff can contact him with suggestions concerning representation.

Dr. Wilson thanked Mr. Herndon for his work on the committee. He said when Staff Congress Committee assignments are made in July for the new academic year, the executive officers recommend having a Google form for Congress members to note on which committees they have served, on which committees they would like to serve, and whether or not they would be willing to chair a committee. He suggested that the executive officers make committee assignments together rather than only the President making the assignments. Staff Congress members interested in running for Staff Congress President may contact him if they have questions about the position.

Staff Recognition Committee: No report.

Staff Special Events Committee: Trish Lofton said she will email the Staff Special Events Committee to arrange a committee meeting. The committee will discuss an event for staff to replace the August 2021 luncheon. She said the outdoor come-and-go staff event held last year was well attended and staff gave positive feedback about the event. Staff can contact Ms. Lofton with suggestions for the upcoming event that will replace the August 2021 luncheon.

Communications Committee: No report.

Working Conditions Committee: Dr. Wilson thanked the Working Conditions Committee members for their time and work to view all of the supervisory videos. He will meet with Courtney Hixon and Haley Stedelin in Human Resources to discuss the committee's recommendations for videos to be included in orientation for supervisors.

Brian Truskey thanked the committee members for their work.

Staff Survey Committee: Dr. David Wilson said the survey was initially sent to staff without any information from the Staff Regent included. Some staff told him they deleted the email that contained the survey link because they thought it was from the union. Staff who need the survey to be re-sent to them may contact Staff Regent Dr. Jessica Evans. Dr. Wilson encouraged staff to complete the survey. Survey responses provide guidance to Staff Congress for topics to address.

Textbook Scholarship Committee: Matt Jones said the Textbook Scholarship Committee will accept applications in the fall for the fall book scholarship. He reminded staff that a receipt is needed to apply for the scholarship and textbooks must be obtained from the Murray State University Store.

Personnel Policies and Benefits Committee: Orville Herndon reported that the Personnel Policies and Benefits Committee will meet during the summer and will provide a report of the meetings to Staff Congress.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: Orville Herndon said the Faculty and Staff Insurance and Benefits Committee will meet in the summer when Human Resources has insurance information for the committee to discuss.

Courtney Hixon added that when Human Resources has received the April and May 2022 insurance information from the insurance consulting organization, the information will be discussed with the Faculty and Staff Insurance and Benefits Committee.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities Committee: Dr. Wilson said a Staff Congress representative will be appointed to the Naming Campus Facilities Committee for the upcoming academic year.

Judicial Board: Matt Jones reported that the Judicial Board held two hearings on May 6. Both hearings were resolved to the satisfaction of those involved.

Sick Leave Appeals Committee: No report.

International Studies Advisory Committee: No report.

Budget Advisory Committee: Dr. Wilson said he, Matt Jones, Audrey Neal, Staff Regent Dr. Evans, Faculty Regent Dr. Shemberger, and others attended the Budget Advisory Committee meeting. He said the 3% pay increase was more than he hoped employees would receive. He appreciates the increase and appreciates that the cost of benefits will not be increasing, because an increase in the employees'

cost of benefits would have reduced the effective result of the increase. He noted that KERS contributions continue to be a concern. He added that the faculty and staff leadership, including Staff Congress, will continue to advocate for employees. He encouraged staff to complete the Staff Survey and to provide specific comments. The survey and comments provide helpful information for Staff Congress to present to the Board of Regents.

Matt Jones added that the 3% pay increase is the largest pay increase of any other public universities in Kentucky. He commended the administration for making the increase possible.

Audrey Neal said that the April Budget Advisory Committee meeting was the first she attended. She said she would like to echo the thoughts expressed by Staff Regent Dr. Jessica Evans at the meeting, that moving forward, she hopes the committee can be used more effectively to have impact on budget decisions and bring concerns of faculty and staff to those who make budget decisions.

Marty Anderson asked if the budgetary figures are available to allow persons to see which amounts from the state are recurring and which are one-time funding. He was out-of-town and unable to attend the Budget Town Hall meeting to see the budget presentation. He shared comments he has received from co-workers. One co-worker commented on the importance of receiving pay increases during the last five years of employment before retirement even if the increases are used to pay for benefits.

Charley Allen-Dunn posted in the meeting chat the link to the Budget Town Hall: <https://youtu.be/fsIsovsYPnY>.

Marty Anderson asked if any information had been given concerning KERS contributions.

Courtney Hixon answered that Budget Town Hall presentation included a slide about KERS and that, as part of House Bill 8, each year the university's contribution increases and the state's subsidy decreases.

Shared Governance Committee: No report.

Parking Advisory Committee: Dr. Wilson said Jodi Hanneman forwarded to the Executive Committee an email from an employee with a parking issue. The email has been forwarded to Duane Dycus to present to the Parking Advisory Committee. Depending on how the issue is addressed with the Parking Advisory Committee, Staff Congress will discuss the issue, if needed. Dr. Wilson reminded staff to contact Parking Advisory Committee members Duane Dycus, Trish Lofton, and Kim Newbern with parking issues to be forwarded to the committee.

Trish Lofton said another parking issue has been brought to her attention. It will be also be presented to the Parking Advisory Committee.

AD HOC COMMITTEES:

Bylaws Revision Committee: No report.

In response to a question Orville Herndon received, he read the percentage of staff in each employment category. He also put the following information in the meeting chat: "Group A — 26 %, 160 employees; Group B — 15 % — 96 employees; Group C — 55 %, 342 voters; Group BVC — 4%, 25 voters". He said further discussion is needed regarding Staff Congress representation employment categories.

Staff Handbook Committee: Matt Purdy reported that Jackie Dudley said she expects to have comments available on the proposed Staff Handbook revisions after the June 3 Board of Regents meeting.

Diversity Committee: No report.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

Information Items:

Dr. Wilson reminded Staff Congress that an informal, unofficial gathering of Staff Congress members will be held on May 27, with the time and location to be determined.

He thanked Staff Congress members for their work. He said that the Executive Officers have discussed the possibility of continuing to hold Staff Congress meetings via Zoom. The discussion can continue in the new fiscal year.

The next Staff Congress meeting is scheduled for June 8, at 1:30 p.m., via Zoom.

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