



Staff Congress

Draft Minutes for July 21, 2017 304 North Applied Science Building

Present: James Barnett, Jami Carroll, Roy Dunaway, Duane Dycus, Jessica Evans, Jeff Gentry, Debbie Griffin, Marion Hale, Orville Herndon, Dana Howard, Laura Lohr, Leanna Linn McClure, Jerry O'Bryan, Robyn Pizzo, Debbie Plummer, Mark Prusaczyk, Brian Purcell, Michele Sanders, Stephanie Totty, Tim Williams, J. David Wilson, John Young, and Staff Regent Phil Schooley.

Guests: Dr. Robert Davies, President; Dr. Katherine Farmer, Faculty Regent; Dr. Renee Fister, Chief of Staff; Joyce Gordon, Director, Human Resources; Parker Griffith, staff member to be nominated to fill a Staff Congress vacancy; Dr. Adrienne King, Vice-President of University Advancement; and Dr. Don Robertson, Vice-President of Student Affairs.

STAFF CONGRESS OFFICER ELECTIONS: Parliamentarian Marion Hale called the meeting to order. She presided over officer elections. She asked if anyone had any questions concerning officer elections. Marion read the names of those who had notified Staff Credentials Elections Committee Chair Orville Herndon prior today's Staff Congress of their intent to run for executive offices. For President: John Young. Marion asked if there were any other nominations for President. There were none. Laura Lohr made a motion that nominations for President cease. Debbie Plummer seconded, and the motion carried. For Vice-President: Jessica Evans. Marion asked if there were any other nominations for Vice-President. There were none. Laura Lohr made a motion that nominations for Vice-President cease. Tim Williams seconded, and the motion carried. For Treasurer: Laura Lohr and Debbie Plummer. Marion asked if there were any other nominations for Treasurer. There were none. John Young moved that nominations for Treasurer cease. Tim Williams seconded, and the motion carried. Marion distributed paper ballots. Marion Hale and Jeff Gentry collected the completed paper ballots. Orville Herndon collected the votes of those attending the meeting on-line via YuJa.

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 their response, hard work, and dedication after the explosion at Richmond Residential College. He said that since the event, review meetings have been held to evaluate the response procedures that were implemented. Dr. Davies thanked Jeff Gentry and Roy Dunaway of Public Safety, and everyone involved in the immediate response and for those who assisted with moving students from the surrounding residential buildings to the Curris Center. Parents of SGA students have contacted Dr. Davies with positive comments on the response by the university and emergency personnel. The site has been secured due to on-going investigations by the Kentucky Fire Marshall and insurance investigators, and due to the hazards of any falling debris. Dr. Davies thanked Dr. Adrienne King, Dana Howard, and their team for the communications sent to parents, employees, and the community. He asked that rumors about the situation be referred to him so that he can clarify with the correct information. He reported on the status of Richmond and the surrounding buildings.

Dr. Davies said that Dr. Robertson's office is contacting students who are eligible but not yet registered to return for the fall semester. He reviewed current enrollment numbers for the upcoming fall semester.

Dr. Davies thanked Staff Regent Phil Schooley for sending the email concerning the Murray City's Council's decision to discuss a payroll tax and a net profit tax. Dr. Davies said that he does not have specifics of the tax proposal. He complimented the letter written by the Murray-Calloway County Chamber of Commerce about the potential taxes. Dr. Davies said that he would like to see more information including sources and allocation of anticipated tax revenues before forming an opinion on the payroll and net profit tax issues. He expects Governor Bevin to hold a special session to discuss an overhaul of taxes.

Congress member Laura Lohr said she attended a review committee meeting concerning alternatives to a payroll tax but alternatives were not presented to the City Council and the proponents of a payroll do not seem mindful of the impact a payroll tax would have on the community.

Dr. Davies answered questions.

STAFF CONGRESS TREASURER ELECTION RESULTS: President John Young gave the floor to Parliamentarian Marion Hale to read the results of the Staff Congress Election. Marion read the election results which were signed by the Tellers Committee.

The following are the Staff Congress Officer Election Results:

President: John Young received 20 votes. Vice-President: Jessica Evans received 20 votes. Treasurer: Laura Lohr received 19 votes; Debbie Plummer received 2 votes. There were no write-in votes. The results were given to the Credentials and Elections Committee Chair Orville Herndon.

Dr. Don Robertson, Vice President of Student Affairs: Dr. Robertson said that Great Beginnings will start on August 9 for band members and sororities. He encouraged employees to continue the tradition of helping with move-in and welcoming students and families. The Great Beginnings schedule will be on the university's website soon. He noted that Dr. Davies spoke about retention efforts earlier in the Staff Congress meeting.

Dr. Adrienne King, Vice-President of University Advancement: Dr. Adrienne King said the Office of Development has closed out fiscal year 2017 and it was a good year for the university. She reported on summer fundraising and recruiting events. Dr. King said that MSU alumnus and former NASA Director Sue Darnell Ellis will be speaking on campus on August 17, at 7:30 p.m., in Wrather Auditorium. She will also speak in some morning classes. Dr. King gave an update on the installation of printing machines at Printing Services.

Dr. Renee Fister, Chief of Staff: Dr. Renee Fister said that the university is selling parking passes for the Hopkinsville campus for the day of the solar eclipse. The passes are being sold at a loss after paying for the costs involved of hosting eclipse viewers, such as police. She asked that she or Dr. King be notified of other eclipse events so that the university can ensure enough police coverage is provided. The Hopkinsville campus will be closed on August 21, but ITV classes will meet. She reminded everyone to wear appropriate eye protection during the eclipse. NASA.gov has a list of companies selling appropriate eyewear.

Joyce Gordon, Director, Human Resources: Joyce Gordon said that some Staff Congress members met with the staff compensation study consultants. She explained steps in the study process and noted it will be transparent. Joyce said employees were sent an email with information about trainings for PeopleAdmin, the university's application tracking system which went live on July 18. She said that feedback received so far on the program is positive. Haley Stedelin and Courtney Hixon in Human Resources can help staff with questions about PeopleAdmin.

Open Enrollment will be held in the fall. Joyce said she met with an Anthem representative today. Human Resources staff will meet with the university-wide Faculty and Staff Insurance and Benefits Committee later in July. She said that overall, the feedback about last year's on-line open enrollment process was positive. She requested Staff Congress members ask their constituents what they would like to see in health benefits with the understanding that the budget is limited. She said that she and representatives from other universities have been meeting to discuss the state pension situation even though they can't change the situation. She answered questions.

Staff Regent Report: Staff Regent Phil Schooley said the Board of Regents advance will be held August 24. Upcoming Board of Regents meetings are scheduled for August 25, December 8, March 9, and June 8. A special-called meeting might be scheduled in April or May to discuss the budget. New Board members include Dr. Don Tharpe, appointed by Governor Bevin; and Tori Wood, the new SGA President. Phil thanked the Staff Survey Review Committee and Chair Jessica Evans for their work to update the survey questions.

Credentials and Elections Committee: Credentials and Elections Committee Chair Orville Herndon made a motion that Parker Griffith be appointed to fill the remainder of Sheri Riddle's term due to Sheri's retirement from the university. No second was needed for a motion from a committee. The motion carried. Orville gave an update on the process to fill remaining Staff Congress vacancies.

Congress President John Young asked meeting attendees to introduce themselves for the benefit of the new Staff Congress members. He introduced Mark Prusaczyk, elected to Staff Congress in the April 2017 election.

John noted that this is the last Staff Congress meeting for Congress member Stephanie Totty who will be starting her doctorate work at the University of Memphis. Dana Howard said that this is also her last Staff Congress meeting, as she has accepted off-campus employment. Staff Congress members wished Stephanie and Dana well.

MAY MEETING MINUTES: Jeff Gentry made a motion to approve the May Meeting Minutes as presented. Brian Purcell seconded the motion, and the motion carried.

JUNE MEETING REPORT: In the Executive Committee Report, Staff Congress President John Young explained the absence of June meeting minutes.

MAY TREASURER'S REPORT: Treasurer Jessica Evans presented the May Treasurer's Report. Brian Purcell made a motion to approve the May Treasurer's Report as presented. Marion Hale seconded, and the motion carried.

JUNE TREASURER'S REPORT: Laura Lohr made a motion to approve the June Treasurer's Report as presented. Marion Hale seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: John Young said the Faculty and Staff Leadership Council will meet with Dr. Davies during the fall semester on September 26, October 17, and December 7.

Concerning the June Staff Congress meeting, John noted that the June meeting report was distributed to Staff Congress members via email. Reports were heard at that meeting but no business was conducted due to the lack of a quorum. Questions or corrections to the June meeting report can be given to John.

He recognized Staff Recognition Committee Chair Laura Lohr and Staff Congress Secretary Kim Cottingham for their work organizing the vendor fair for the Staff Appreciation Luncheon.

Staff Recognition Committee: Chair Laura Lohr reported that area businesses and campus departments will be participating in the vendor fair at the Staff Recognition Luncheon. Public Safety staff will be available for staff to purchase parking tags. Interested staff can have their headshots taken during the vendor fair. She reminded staff to return their luncheon reservation cards and to encourage other staff to attend the luncheon. Those receiving Years of Service Awards should have received an email asking if they will be attending the luncheon. John Young asked Staff Congress members to arrive at the luncheon starting at 11:15 a.m., to greet staff, if it is possible for them to leave their work areas at that time.

Staff Special Events Committee: John Young said this committee will begin preparing for the December 2 Children's Christmas Party and the December 7 Staff Reception. A new chair will be appointed to replace the current chair, Stephanie Totty, who will be moving out of Murray to begin her doctorate work.

Communications Committee: No report.

Working Conditions Committee: No report.

Staff Congress Foundation Book Scholarship Committee: Book Scholarship Committee Chair Robyn Pizzo said textbook scholarship applications are due September 1. Books must be purchased from the University Store to be eligible for the scholarship.

Personnel Policies and Benefits Committee: No report.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: John Young said the July meeting date has not yet been determined.

Intercollegiate Athletic Council: John Young said that a new representative will be appointed when the 2017-2018 Staff Congress Committees are formed. Sheri Riddle, the previous Intercollegiate Athletic Council representative from Staff Congress has retired from the university.

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.

Staff Survey Review Committee: Jessica Evans reported that the Staff Survey Review Committee met twice in July to discuss possible revisions to the Survey questions before it will be sent to staff later this year. The committee will meet on July 20 to finalize revisions.

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

NEW BUSINESS: John Young distributed copies of the proposed 2017-2018 Staff Congress meeting schedule. The proposed dates for the December and March meetings are the second Wednesday of the month as opposed to third Wednesday of the meeting as stated in the ByLaws. The proposed change is due to university closure during Christmas and Winter Break in December and Spring Break in

March. Debbie Plummer made a motion to adopt the proposed 2017-2018 Staff Congress meeting schedule. Stephanie Totty seconded. John asked if there was any discussion. There was none. The motion carried.

John asked if there was any new business from the floor. Marion Hale explained that the Staff Congress Flower Fund, created and maintained by voluntary contributions of Congress members for the purpose of sending flowers to members for births or deaths in the family, has not been in used in some time. She asked the group to consider moving the balance in the fund to the Staff Congress Textbook Scholarship fund. Discussion followed. Marion Hale asked if Staff Congress members want to think about the issue further and possibly make a decision at the next Staff Congress meeting. She noted that a Staff Congress member may need to speak with someone at the Foundation Office to determine if the Flower Fund balance can be moved to the Textbook Scholarship fund.

John Young thanked Stephanie Totty and Dana Howard for their work as Staff Congress members.

ADJOURNMENT: Stephanie Totty made a motion to adjourn. Dana Howard seconded, and the motion carried.