



Staff Congress

Draft Minutes for November 16, 2016 304 North Applied Science Building

Present: Re’Nita Avery-Meriwether, Shanna Burgess, Jami Carroll, Jessica Evans, Debbie Griffin, Orville Herndon, Dana Howard, Laura Lohr, Jerry O’Bryan, Robyn Pizzo, Debbie Plummer, Brian Purcell, Sheri Riddle, Maria Rosa, Tressa Ross, Michele Sanders, Brittney Stinnett, Stephanie Totty, Tim Williams, Chad Wortham, John Young, and Staff Regent Phil Schooley.

Guests: Dr. Davies, President; Dr. Renae Duncan, Vice-President of Academic Affairs; Dr. Kathy Farmer, Faculty Regent; Dr. Renee Fister, Senior Presidential Advisor for Strategic Initiatives; Joyce Gordon, Director, Human Resources; and David Snow, Managing Editor, *Murray Ledger & Times*.

CALL TO ORDER: Staff Congress President John Young called the meeting to order.

REPORTS FROM SPECIAL GUESTS:

Dr. Davies, President: Dr. Davies said the Kentucky public university presidents are continuing to develop a performance funding model to be presented to the Subcommittee on Postsecondary Education of the Kentucky Legislature. The subcommittee may accept, alter, or reject the proposal. Dr. Davies gave an overview of the current draft proposal. He answered questions.

Dr. Davies discussed the possible payroll tax which will be discussed by the Murray City Council at its meeting on November 17. He said that in addition to affecting current MSU employees, a payroll tax could affect staff and faculty recruitment efforts. He said he hopes the City Council takes time for due diligence on this topic.

Dr. Davies gave a Racer Pin to Joyce Gordon for working with at least 190 staff members and the issues that have arisen with the implementation of the FLSA. The work she and her Human Resources staff have done affects all staff and ultimately the students.

Dr. Renee Fister, Senior Presidential Advisor for Strategic Initiatives: Dr. Fister said that 16 of the 64 Strategic Initiatives have been completed, although those initiatives will need to be maintained. Fifty-one strategic planning proposals have been submitted and 19 have been funded. Those initiative proposals must be for the purpose of recruitment, retention, or experiential learning. Proposals approved by the Board of Regents will be posted on the Strategic Initiatives webpage.

Joyce Gordon, Director, Human Resources: Joyce Gordon said that open enrollment went well. No changes in plan designs were made for 2017. She gave an update on the implementation of the FLSA changes. MSU’s target implementation date was November 12. Human Resources staff met individually with each employee whose status changed from exempt to non-exempt. The Human Resources web page has information on FLSA, including guidelines for travel affected by the FLSA changes. Staff can contact Human Resources with additional questions concerning FLSA. University policies affected by FLSA will be reevaluated and presented to the Board of Regents. Federal and state laws take precedence over university policy. Joyce answered questions. Laura Lohr complimented Human Resources staff for the assistance she received when calling about open enrollment.

John Young added that the Senior Breakfast will be held on November 17. Commencement is scheduled for December 10.

Dana Howard, Social Media Marketing Manager: On behalf of Dr. Adrienne King, Vice-President of University Advancement, who was unable to attend today’s meeting, Dana Howard talked about the integrated holiday giving campaign. The theme is “Racers care.” More information and an introduction video from Dr. Davies are available at murraystate.edu/racerscare. Stories of Racers caring can be sent to Dana or to Shawn Touney, Director of Communication, to be posted on the page. She has asked all social media administrators to share the campaign on their web pages.

Staff Regent Report: Staff Regent Phil Schooley said the Board of Regents will meet on December 9. He thanked those who have sent him information of staff achievements to include in his report. He asked staff to continue sending him stories of staff who have received awards or grants so that he can include those in his presentation at the Board of Regents meeting.

Credentials and Elections Committee: Orville Herndon made a motion to appoint Chad Wortham to complete the remainder of Logan Stout’s term on Staff Congress which will expire June 30, 2018. Laura Lohr seconded the motion, and the motion carried. Orville said the committee is working to fill the remaining two vacancies on Staff Congress. Orville said that he will email Staff Congress members to learn which positions have been reclassified due to the FLSA. This will enable Staff Congress to determine if representation categories should be reevaluated to ensure adequate representation on Staff Congress.

OCTOBER MEETING MINUTES: Jami Carroll made a motion to approve the October minutes as presented. Brittney Stinnett seconded, and the motion carried.

OCTOBER TREASURER'S REPORT: Treasurer Jessica Evans presented the October Treasurer's Report. Laura Lohr made a motion to approve the October Treasurer's Report as presented. Debbie Plummer seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: John Young said the Faculty and Staff Leadership Council will meet with Dr. Davies on November 29.

Staff Recognition Committee: No report.

Staff Special Events Committee: John Young read an email from Chair Stephanie Totty regarding volunteer sign-up sheets to assist at the Children's Christmas Party and the Staff Holiday Reception. He thanked those who brought candy for the children's party gift bags. The Staff Special Events Committee will meet on November 22 to fill the gift bags for the party. Other Staff Congress members are asked to assist. The email listed the preparations that have been arranged for the party including Santa and a balloon artist.

Door prizes are being collected for the staff reception. Phil Schooley said he has asked Dave Burdette, Interim Chief Facilities Management Director, to inform Building Service Technicians of the reception. John Young said he has spoken with Jackie Dudley and Sharion Meloan of Finance and Administrative Services. Sharion will plan the menu for the reception.

Communications Committee: Chair Brittney Stinnett asked members to pose for the mannequin challenge for the Staff Congress Facebook page.

Working Conditions Committee: No report.

Staff Congress Foundation Book Scholarship Committee: Chair Robyn Pizzo said the next textbook scholarship application deadline is February 1. Christian Cruce in the Scholarships office will post the Staff Congress Textbook Scholarship on the myGate scholarship page. With the help of Human Resources and the Bursar's Office, staff who use tuition waivers will receive an email to inform them of the Staff Congress Textbook Scholarship.

Printed photos of children with Santa at the children's Christmas party will be available for a \$5 donation to the scholarship fund. Families will receive an email with the photos at no cost. A silent auction fundraiser will be held at the Staff Holiday Reception. Payroll deductions forms to donate to the scholarship will be also available at the reception.

Personnel Policies and Benefits Committee: No report.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: John Young said the Faculty and Staff Insurance and Benefits Committee will meet on November 18, at 8:15 a.m. in room 304 North of the Applied Science Building.

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: John Young said the staff representatives to the Budget Advisory Committee are Brian Purcell and Jessica Evans. Brian gave a summary of the committee's meeting on October 19.

Shared Governance Review Committee: Laura Lohr and John Young are on the Shared Governance Review Committee. The committee reviews Shared Governance every three years per a recommendation in the Faculty Handbook.

OLD BUSINESS: None.

NEW BUSINESS: Laura Lohr said that the WKMS website has a link to a petition been started by former Murray City Council member Greg Taylor against the payroll tax. Laura encouraged others to write to the City Council members with their views on the payroll tax.

John Young reminded Staff Congress that due to the university's closure, the December Staff Congress meeting will be held on December 14, rather than on the usual third Wednesday. He encouraged everyone to attend the Town and Gown Community Band and Chorale concert on December 2, at the Murray First Baptist Church.

Tressa Ross suggested that Staff Congress send a letter to Dr. Davies to thank him for the additional days of closure in December.

ADJOURNMENT: Brain Purcell made a motion to adjourn. Debbie Plummer seconded, and the motion carried.