



MURRAY STATE UNIVERSITY

Staff Congress

Draft Minutes for April 19, 2017
304 North Applied Science Building

Present: Re’Nita Avery-Meriwether, James Barnett, Shanna Burgess, Jami Carroll, Jessica Evans, Jeff Gentry, Debbie Griffin, Marion Hale, Orville Herndon, Dana Howard, Laura Lohr, Jerry O’Bryan, Robyn Pizzo, Debbie Plummer, Brian Purcell, Sheri Riddle, Maria Rosa, Tressa Ross, Stephanie Totty, Amy Watters, Tim Williams, David Wilson, John Young, and Staff Regent Phil Schooley.

Guests: Ellen Dale, Director, Accounting and Financial Services; Dr. Davies, President; Katherine Farmer, Faculty Regent; Dr. Renee Fister, Senior Presidential Advisor for Strategic Initiatives; Joyce Gordon, Director, Human Resources; Dr. Adrienne King, Vice-President of University Advancement; and Dr. Don Robertson, Vice President of Student Affairs.

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

REPORTS FROM SPECIAL GUESTS:

Dr. Davies, President: Dr. Davies reported on Scholars Week events and the Provost Search. He talked about the proposed tuition increase which will be presented to the Board of Regents for approval. He commended the Budget Advisory Committee members for their work. He spoke about enrollment and the importance of recruitment and retention efforts. Dr. Davies answered questions.

Dr. Don Robertson, Vice-President of Student Affairs: Dr. Don Robertson said the Office of Student Affairs is focusing on retention and pre-registration for the fall semester. Staff in the Office of Student Affairs are contacting students to determine if any scholarships or financial aid are available which will enable them to enroll for the fall semester. Advisors will also be contacting students and parents to remind them registration is in process and to inform them of resources to address concerns that may be preventing their fall registration. Dr. Robertson complimented the All-Campus Sing performances and listed upcoming end-of-semester events.

Dr. Adrienne King, Vice-President of University Advancement: Dr. Adrienne King thanked staff for helping with All-Campus Sing and with the Fund for Excellence campaign held in conjunction with the event. She said alumni will be on-campus the weekend of April 21 for dedications, advisory board meetings, and the Distinguished Alumni Award Banquet.

Dr. Renee Fister; Senior Presidential Advisor for Strategic Initiatives: Dr. Renee Fister said that comments on the proposed revised mission statement are due by noon on May 5. Those comments can be sent to Re’Nita Avery-Meriwether, the Staff Congress representative on the Mission Statement Revision Committee. The Strategic Plan will be revised to include those items the university is most able to achieve while meeting the performance funding measures. Suggestions for the Strategic Plan are due July 1. The revised plan will be submitted to the Board of Regents for approval.

Joyce Gordon, Director, Human Resources: Joyce Gordon said that she met with Staff Congress and Faculty Senate leadership to discuss FLSA. On April 20, emails will be sent to administrators, departmental heads, and then to the staff affected by the new institutional exempt threshold which will be in effect beginning July 1. She introduced Ellen Dale, Director of Accounting and Financial Services, who discussed the pay calendar for staff whose pay frequency will change from bi-weekly pay back to monthly when the university’s exempt threshold is implemented. Ms. Gordon and Ms. Dale answered questions. Additional questions can be directed to Human Resources.

Ms. Gordon explained the proposed update to the university overtime and holiday pay policies. The updates will be presented to the Board of Regents at its June meeting for approval. She answered questions.

John Young said he appreciates the work of Human Resources staff and the information they provide to staff and faculty.

Credentials and Elections Committee: Credentials and Elections Committee Chair Orville Herndon said that on April 18, he received from Human Resources the list of eligible Staff Congress Election candidates. He has emailed that list of eligible candidates to Staff Congress members. He noted that some of the election categories have contested races. He has verified with Information Systems that the election voting will be available on myGate beginning on April 25. He will establish a voting help station in Faculty Hall on April 25, 26, and 27, from 3:00 p.m. to 4:00 p.m. Staff Congress members not running in this election may contact Orville to assist at the help station.

Staff Regent Report: Staff Regent Phil Schooley said the Board of Regents will meet on April 21.

MARCH MEETING MINUTES: Laura Lohr made a motion to approve the March minutes as presented. Tressa Ross seconded, and the motion carried.

MARCH TREASURER'S REPORT: Treasurer Jessica Evans presented the March Treasurer's Report. Brian Purcell made a motion to approve the March Treasurer's Report as presented. Debbie Plummer seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: John Young said that at the Faculty and Staff Leadership Council's meeting with Dr. Davies on March 28, the university budget was discussed. The next council meeting is scheduled for May 2.

Staff Recognition Committee: Laura Lohr said that May 31 is the nomination deadline for the Staff Recognition Award and encouraged staff to submit nominations. She said she has posted the deadline on the Staff Congress Facebook page and has asked Phil Schooley to send a reminder to his email list.

Staff Special Events Committee: No report.

Communications Committee: John Young asked Dana Howard to chair the Communications Committee until July, when the new Staff Congress service terms begin.

Working Conditions Committee: No report.

Staff Congress Foundation Book Scholarship Committee: No report.

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 April 28 to discuss insurance statistics and usage.

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: Brian Purcell said that earlier in today's Staff Congress meeting, Dr. Davies discussed the Budget Advisory Committee meeting held on March 27.

Shared Governance Committee: No report.

Mission Statement Review Committee: No report.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Jessica Evans asked if Staff Congress could form a committee to determine which Staff Survey comments and concerns Staff Congress can evaluate and possibly address. Discussion followed with the consensus to form such a committee. Jessica Evans made a motion to form a committee to review the Staff Survey to determine which issues Staff Congress can evaluate and possibly address. Orville Herndon seconded. The question was called. The motion carried. The following Staff Congress members volunteered to serve on the committee: Jessica Evans, Orville Herndon, Dana Howard, Laura Lohr, Robyn Pizzo, and Debbie Plummer.

Debbie Plummer said that Sheri Riddle is retiring and the May Staff Congress will be her last Staff Congress meeting.

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