



MURRAY STATE UNIVERSITY

Staff Congress

**Draft Minutes for February 15, 2017
304 North Applied Science Building**

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

Guests: Jackie Dudley, Vice-President of Finance and Administrative Services; Dr. Renae Duncan, Provost; Dr. Katherine Farmer, Faculty Regent; Dr. Renee Fister, Senior Presidential Advisor for Strategic Initiatives; and David Snow, *Murray Ledger*.

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

REPORTS FROM SPECIAL GUESTS:

Dr. Renae Duncan, Provost: Dr. Renae Duncan said in May, two students will have completed the College to Career Experience Program for students with intellectual disabilities. The unique initiative provides internships and participation in some university courses. MSU has received calls from other universities in the country requesting information about the program.

Dr. Renee Fister, Senior Presidential Advisor for Strategic Initiatives: Dr. Renee Fister said that Dr. Davies is in Frankfort. After approval by the Board of Regents, the flyer she presented regarding the progress of the Strategic Plan will be posted on-line. She said the facilitators have done a great job in providing information for the Strategic Plan progress chart.

John Young said that Joyce Gordon, Director of Human Resources, is attending a webinar about future Banner updates.

Faculty Regent Report: Faculty Regent Dr. Kathy Farmer said the Presidential Lecture will be held on March 9.

Staff Regent Report: Staff Regent Phil Schooley reported on the Staff Survey. Salaries and the cost of insurance are the main concerns of staff who responded to the survey. He will present the survey results at the February 24 Board of Regent meeting. The results will also be posted on the Staff Congress web page.

Credentials and Elections Committee: Credentials and Elections Committee Chair Orville Herndon said that Staff Congress members should have received an email last week listing the term expirations of Congress members. Staff Congress election candidacy intent forms are scheduled to be mailed to staff on March 21. The filing period will begin on March 28.

JANUARY MEETING MINUTES: Tim Williams made a motion to approve the January minutes as presented. Laura Lohr seconded, and the motion carried.

JANUARY TREASURER’S REPORT: Treasurer Jessica Evans presented the January Treasurer’s Report. Debbie Plummer made a motion to approve the January Treasurer’s Report as presented. Marion Hale seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: John Young said the Executive Committee will meet with the Staff Regent to discuss the Staff Survey. The Faculty and Staff Leadership Council will meet with Dr. Davies on February 17.

Staff Recognition Committee: No report.

Staff Special Events Committee: Staff Special Events Committee Chair Stephanie Totty said that Staff Congress needs to reserve the Curris Center for the December events. John Young said the Curris Center reservations have been made for the December 2 children’s Christmas party and the December 7 staff reception. Stephanie said children’s Christmas party items being stored in her office need a new storage location because her new office location doesn’t have space for them. Shanna Burgess said she will ask if storage space is available in her office. John Young said the items can be kept in his office.

Jackie Dudley, Vice-President, Finance and Administrative Services: Jackie Dudley reported that enrollment was down for the fall and spring semesters. She discussed how current numbers influence budgeting for the upcoming year. She answered questions.

Communications Committee: No report.

Working Conditions Committee: No report

Staff Congress Foundation Book Scholarship Committee: Robyn Pizzo said that the committee received eight applications for the spring semester textbook scholarship. The spring scholarship recipients are Wendy Tudor in the Registrar's Office and Joseph Winchester, dependent of Randall Winchester in Information Systems. The scholarship committee has decided to change the fall scholarship application deadline from October 1 to September 1.

Personnel Policies and Benefits Committee: No report.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: John Young said that due to a scheduling conflict with the Faculty and Staff Leadership Council's meeting with Dr. Davies, the Faculty and Staff Insurance and Benefits Committee did not meet. The next meeting is scheduled for March 10, at 8:15 a.m., in 304 North 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: Jessica Evans said that Jackie Dudley gave an overview earlier in today's meeting concerning budget challenges.

Shared Governance Committee: No report.

Mission Statement Review Committee: Dr. Renee Fister reported on behalf of Re'Nita Avery-Meriwether who was unable to attend the most recent meeting of the Mission Statement Review Committee. The committee discussed the input received from the employee questionnaires concerning the mission statement update. The goal is to develop a revised statement that is more concise than the current mission statement yet continues to follow the SACS guidelines. The committee is planning to have a proposed revised mission statement to present to the Board of Regents in June.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Tim Williams said that it has been brought to his attention that for HEA 189, a one-stop registration and tuition waiver station was not available for this semester's class registration, although this has been available previous semesters. Because this was not available and no information about registration dates for the class was sent to employees, as has been done in previous semesters, many employees were told they could not register for the class when they tried to do so. Because this relates to health and wellness for the university, which is reflected in health care costs, he asked if information could be sent to employees and a one-stop registration and tuition waiver station be made available for the fall HEA 189 class. Discussion followed. The registration and tuition waiver station has usually been available at the entry of the Wellness Center. Stephanie Totty suggested that Lauren Smee is the person to contact. John will contact Lauren.

ADJOURNMENT: Stephanie Totty made a motion to adjourn. Tim Williams seconded, and the motion carried.