



Staff Congress

Draft Minutes for May 17, 2017 304 North Applied Science Building

Present: Shanna Burgess, Jami Carroll, Jessica Evans, Jeff Gentry, Debbie Griffin, Marion Hale, Orville Herndon, Dana Howard, Laura Lohr, Jerry O'Bryan, Debbie Plummer, Brian Purcell, Sheri Riddle, Maria Rosa, Michele Sanders, Stephanie Totty, Amy Watters, Tim Williams, John Young, and Staff Regent Phil Schooley.

Guests: Dr. Robert Davies, President; Roy Dunaway, Staff Congress member-elect; Dr. Renee Fister, Senior Presidential Advisor for Strategic Initiatives; Joyce Gordon, Director, Human Resources; Dr. Adrienne King, Vice-President of University Advancement; 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. Robert Davies, President: Dr. Davies reported on the commencement ceremony and the number of graduating students. He reported on enrollment numbers for returning students and incoming freshman. He answered questions.

Dr. Don Robertson, Vice President of Student Affairs: Dr. Robertson said that Student Affairs staff are contacting students eligible to register for the fall semester who have not yet registered, to determine what assistance can be offered to encourage re-enrollment. Renovations have begun on residential halls. The Commonwealth Honors Program, AIMS, and other groups will be on-campus during the summer. MSU is in the second year of hosting the current Governor's Scholars Program. The university will be submitting a bidding proposal to host the next three years of the program. Dr. Robertson thanked staff for their work throughout the previous academic year. He answered questions.

Dr. Adrienne King, Vice-President of University Advancement: Dr. Adrienne King reported on renovations at the Hopkinsville Regional Campus. The Office of Development will be traveling this summer to recruit partnerships with the university. Copy Express will be moving to the General Services Building. She answered questions.

Dr. Renee Fister, Senior Presidential Advisor for Strategic Initiatives: Dr. Renee Fister said that The Lincoln Foundation Whitney M. Young Scholars will be on-campus for two weeks in June. She has emailed to Staff Congress President John Young the Strategic Plan assessment link to be sent to staff. She added that with performance funding parameters, MSU is seeking to ensure the university's strategic initiatives match the performance funding measures. The assessment will be available as a Google form through June 30.

Joyce Gordon, Director, Human Resources: Joyce Gordon said that the proposed revised holiday overtime pay policy will be presented to the Board of Regents for approval. She explained that due to the hold on the required implementation of the FLSA, some MSU positions have been reverted back to their pre-FLSA exempt or non-exempt status. Some positions were not reverted due to the job duties of those positions. The PeopleAdmin tracking system for job applicants will be updated to reduce the number of steps and the amount of time required for searches. Human Resources will provide training on the updated system. In response to a question, she said that retired employees are not eligible to enroll in HEA 189 because that course is designed as a health savings program for current employees. Initially, spouses of active employees were not eligible to participate in HEA 189, but are now able to enroll in the course.

Staff Regent Report: Staff Regent Phil Schooley reported that the new Breathitt Veterinary Center building is now open. The Board of Regents will meet on June 9. He and Staff Congress President John Young will meet with consultants to discuss development of a staff compensation study.

Credentials and Elections Committee: Credentials and Elections Committee Chair Orville Herndon reported the results of the April Staff Congress Election. He made a motion to hold a run-off election on myGate on May 23-25, in the At-Large category between candidates Leanna Linn McClure, Veterans Affairs, and Kendrick Quisenberry, Recruitment; and if needed, an additional run-off election on myGate on May30-June 1. Laura Lohr seconded, and the motion carried.

Orville said that some staff have asked why they were assigned to a voting category different from that in past elections. He said the category assignments are based on the FLSA changes. He asked Congress members to refer to him anyone who is displeased with the new category assignment and he and Human Resources will address the concerns on an individual basis.

Staff Congress officer elections will be held at the June Staff Congress meeting. Orville reviewed the officer candidacy requirements. He will email Congress members the Staff Congress Constitution and ByLaw sections which address officer elections. To be included

on the paper ballot, interested persons should contact him prior the June Staff Congress meeting. Nominations will also be accepted from the floor during that meeting.

John Young introduced Roy Dunaway, Staff Congress member-elect, who was visiting today's Staff Congress meeting.

APRIL MEETING MINUTES: Jeff Gentry made a motion to approve the April minutes as presented. Debbie Plummer seconded, and the motion carried.

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

STANDING COMMITTEE REPORTS:

Executive Committee: President John Young reported on the May 2 Faculty and Staff Leadership Council meeting with Dr. Davies. The topics discussed included the direction of the university, health care costs, and sick leave buy-back.

Staff Recognition Committee: Chair Laura Lohr said the Staff Recognition Luncheon is scheduled for August 8. The vendor fair invitation letters will be mailed soon. Staff can notify Laura or the Staff Congress Secretary of vendors they would like to add to the invitation mailing list. Laura has arranged for staff head shots to be taken prior to the luncheon. Emails have been sent to remind staff and faculty to submit nominations for the Staff Excellence Award. A nomination reminder has been posted on the Staff Congress Facebook page.

Staff Special Events Committee: No report. John Young asked Staff Congress members to consider chairing the Staff Special Events Committee as current chair Stephanie Totty will be moving out of Murray and will resign her MSU and Staff Congress positions.

Communications Committee: Chair Dana Howard said that the Communications Committee continues to post items on the Staff Congress Facebook page

Working Conditions Committee: No report.

Staff Congress Foundation Book Scholarship Committee: No report.

Personnel Policies and Benefits Committee: Chair Jerry O'Bryan said that employees working in a temporary position are required to apply as external candidates when the positions are changed to permanent. Discussion followed. John Young asked that the Personnel Policies and Benefits Committee explore the issue.

Compensation study consultants will meet with Staff Regent Phil Schooley and Staff Congress President John Young on June 21 to discuss conducting a staff compensation study. The consultants will also meet with faculty representatives concerning conducting a faculty compensation study. John Young read a list of the general topic areas Human Resources has asked the consultants to evaluate. He will email the list to Staff Congress. Comments can be sent to him or Phil Schooley before June 21.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: John Young said that at the committee's April 28 meeting, the surge in the number of outpatient services was discussed. At its July meeting, the committee will review insurance usage data for the first six months of 2017. The July meeting date is still to be determined.

Intercollegiate Athletic Council: Sheri Riddle reported on the May 16 meeting of the Intercollegiate Athletic Council. She explained NCAA policy changes concerning the frequency of football practices and the number of non-field team activities such as community service hours.

John Young said that May 18 will be Sheri Riddle's last day of work at MSU, as she is retiring. He thanked Sheri for her service to Staff Congress and her work on the University-wide Insurance and Benefits Committee.

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: Laura Lohr reported that the Shared Governance Committee will be developing a short survey.

Mission Statement Review Committee: Re’Nita Avery-Meriwether was unable to attend today’s Staff Congress meeting. John Young reported that the proposed revised mission statement will be presented to the Board of Regents at the board’s June 9 meeting.

UNFINISHED BUSINESS: Jessica Evans reported on the Staff Survey ad hoc Review Committee which was formed as a result of discussion and a motion at the April Staff Congress meeting. The committee met on May 3 and May 16, to discuss issues and concerns raised by staff in the Staff Survey. She distributed a document listing the concerns from the survey that the committee believes Staff Congress can pursue. Discussion followed. President John Young assigned the items to the corresponding Staff Congress committees for further explanation. Additional questions and comments may be sent to Jessica.

NEW BUSINESS: None.

ADJOURNMENT: Jeff Gentry made a motion to adjourn. Debbie Plummer seconded, and the motion carried.