



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

Present: James Barnett, Shanna Burgess, Jami Carroll, Jessica Evans, Debbie Griffin, Marion Hale, Orville Herndon, Laura Lohr, Chuck Plummer, Debbie Plummer, Brian Purcell, Sheri Riddle, Ashley Rogers, Maria Rosa, Tressa Ross, Kenny Sanford, Rhonda Timmons, Stephanie Totty, Tim Williams, Dwaine Willoughby, Joseph Wilson, John Young, and Staff Regent Phil Schooley.

Guests: Dr. Bob Davies, President; Jacki Dudley, Vice-President of Finance and Administrative Services; Dr. Renee Fister, Senior Presidential Advisor for Strategic Initiatives; Joyce Gordon, Director, Human Resources; Kristi Jackson, Associate Registrar, Registrar's Office; and Dr. Don Robertson, Vice-President of Student Affairs.

CALL TO ORDER: Staff Congress President Laura Lohr called the meeting to order.

REPORTS FROM SPECIAL GUESTS:

Dr. Robert Davies, President: Dr. Davies discussed recent developments in the Kentucky House and Senate budget proposals. He said he met with the MSU Budget Task Force on March 15. He will also meet with Jackie Dudley, Vice President of Administration and Finance. Dr. Davies would like wait to finalize the university budget until April 15, the end of the legislative session. However, this university budget must be finalized in May in order to be presented at the June Board of Regents meeting for approval. Dr. Davies complimented Jordan Smith, the university's legislative liaison, and MSU Foundation President Bob Jackson for their communication with the legislature on behalf of MSU. He thanked employees and students for their letters and phone calls to the legislature. He answered questions.

The Board of Regents will have a special-called meeting on May 13, with tuition as the single agenda item.

Dr. Davies presented Racer Pins to the following individuals:

Stephanie Totty, Business and Off-campus Coordinator in the Arthur J. Bauernfeind College of Business, for her exceptional work with students and prospective students.

Maria Rosa, Transfer Center Director, for her work which has led to increasing the number of students transferring to MSU.

Shanna Burgess, Director of the TRIO Student Support Services Program, for her work preparing for TRiO Day held on February 29, 2016, in recognition of AIMS I & II, McNair Scholar's Program, and Student Support Services. He thanked Shanna for her efforts in supporting students as they overcome challenges to become MSU graduates.

Dana Howard, Social Media Marketing Manager, for her promotion of MSU to prospective students via social media.

Jackie Dudley, Vice-President, Finance and Administrative Services: Jackie Dudley spoke about her meeting during the second week of March with Staff Congress President Laura Lohr, Staff Regent Phil Schooley, Vice-President of Marketing and Outreach Adrienne King, SGA President Clint Combs, and Athletic Director Allen Ward to discuss potential revenue opportunities and spending efficiencies for the university and units within the university. Comments or ideas may be sent to Jackie Dudley.

Dr. Robertson, Vice-President of Student Affairs: Dr. Robertson said the results of the SGA Election will be announced later on March 16 at Winslow Dining Hall and the Curris Center Ballroom.

March 20 through March 22, MSU Dining Services will host the Southern Regional Conference of the National Association of College and University Food Services. Dining Services is to be congratulated for hosting this event for professional representatives in the dining services field.

The annual Take Back the Night Rally is scheduled for March 28.

On April 1, the Office of Multicultural Affairs will sponsor the Race and Ethnicities Symposium and the Annual Diversity Achievement Awards Reception.

All-Campus Sing will be held on April 13.

Joyce Gordon, Director Human Resources: Joyce Gordon said that due to the budget issues, the new performance evaluation system implementation has been postponed. This year, the forms have been streamlined, with the rating system having been reduced from a 5-point scale to a 4-point scale. New hires will be required to receive a performance evaluation within six months of beginning employment at the university.

Concerning overtime and non-exempt employees, the final regulations are anticipated by July 1, with an effective date of Labor Day. The release date is earlier than expected, but still not early enough for university budget planning which needs to be finalized in the coming weeks in order to be presented to the Board of Regents for approval at its June meeting.

Employees planning to participate in Racer Wellness Screenings should do so by June 1.

Staff Regent Report: Staff Regent Phil Schooley noted that at the beginning of today's Staff Congress meeting, Dr. Davies discussed the budget and the upcoming special-called meeting of the Board of Regents scheduled for May 13 to discuss tuition rates.

He said the 2015 Staff Survey results have been posted on the Staff Congress web page. He thanked the Staff Congress officers for their assistance in presenting the Survey Results at the recent Board of Regents meeting.

FEBRUARY MEETING MINUTES: John Young made a motion to approve the February Meeting Minutes as presented. Marion Hale seconded, and the motion carried.

FEBRUARY TREASURER'S REPORT: Treasurer Jessica Evans presented the February Treasurer's Report. Tressa Ross made a motion to accept the report and Debbie Plummer seconded the motion. The motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: Laura Lohr encouraged Staff Congress members to review the Staff Survey. Members can list on the Staff Congress Google doc any items from the survey they would like to discuss at upcoming Staff Congress meetings. Members may also list on the Google doc other topics for discussion at Staff Congress meetings.

Laura attended the recent Faculty and Staff Leadership Committee meeting. She also met with Laura met with Jessica Evans, Dr. David Whaley, and Debbie Plummer, Staff Congress' representative on the Dual Employment Committee, to discuss wording changes Staff Congress requested to the Dual Employment Committee's proposed policy.

She said she drafted a letter requesting that budget cuts to universities not be approved. Interested persons may contact her for a copy of the letter.

Credentials and Elections Committee: Committee Chair Orville Herndon asked if anyone found any corrections to be made to the Staff Congress Election Candidacy Intent Cards.

Staff Recognition Committee: Committee Chair Ashley Rogers asked if the Staff Recognition Committee should begin planning the 2016 Staff Recognition Luncheon or wait until more is known about the university budget for 2016-2017. The consensus was to postpone for now but to keep the room reservation.

Staff Special Events Committee: No report.

Communications Committee: Communications Committee member Shanna Burgess noted that this is the day the Communications Committee encouraged Staff Congress members to bring-a-friend to the Staff Congress meeting. Shanna introduced her guest, Re'Nita Avery-Meriwether, Student Life Director. Maria Rosa introduced her guest, Erin Passmore, from Enrollment Management.

Working Conditions Committee: No report.

Staff Congress Foundation Book Scholarship Committee: No report.

Personnel Policies and Benefits Committee: Personnel Policies and Benefits Chair John Young said the item sent to this committee at the February 2016 Staff Congress meeting has been transferred to the Staff Congress Working Conditions Committee as the issue concerns the interpretation of a policy which currently exists. The item to be discussed is a request by Clay Wyatt, Building Services Technician in Facilities Management, to clarify when overtime pay is given to staff who work during the hours the university is closed and opens later the same day on a delayed schedule.

Stephanie Totty said that the policy wording may need to be clarified and suggested a joint meeting of the Working Conditions Committee and Personnel Policies and Benefits Committee. Laura Lohr said she will schedule the joint committee meeting after spring break.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: John Young said that at the recent meeting of the University-wide Faculty and Staff Insurance and Benefits Committee, committee members were presented with statistics on insurance usage. The committee is scheduled to meet on April 29.

The following Staff Congress members serve on the University-wide Faculty and Staff Insurance and Benefits Committee:

James Barnett, Jami Carroll, Jessica Evans, Orville Herndon, Debbie Plummer, Sheri Riddle, Stephanie Totty, and John Young.

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.

Dual Employment Committee: Committee member Debbie Plummer said she and Staff Congress President Laura Lohr met with Dual Employment Committee Chair Dr. David Whaley to discuss the wording changes requested by Staff Congress to the proposed Dual Employment Policy. Dr. Whaley made the changes and sent the revised document to Dr. Davies. Debbie said the revised proposed policy may possibly be presented to the Faculty Senate.

OLD BUSINESS: None.

NEW BUSINESS: none.

ADJOURNMENT: Orville Herndon made a motion to adjourn. Stephanie Totty seconded, and the motion carried.