



Staff Congress

Draft Minutes for August 18, 2021 On-line Meeting via Zoom

Present: Charley Allen-Dunn, Kala Allen-Dunn, Marty Anderson, Christian Barnes, Kevin Crawford, Russell Dunn, Duane Dycus, Dr. Jessica Evans, Parker Griffith, Angela Guyton, Marion Hale, Jodi Hanneman, Sara Hardaway, Orville Herndon, Matt Jones, Sondra Kreger, Trish Lofton, Jeremy McKeel, Brian Purcell, Matt Purdy, Kendrick Quisenberry, Angela Richerson, Brett Shather, Brian Truskey, Dr. J. David Wilson.

Guests: Jackie Dudley, Vice President of Finance and Administrative Services; Courtney Hixon, Interim Director of Human Resources; Dr. Robert (Bob) Jackson, University President; Dr. Don Robertson, Vice President of Student Affairs; Dr. Melony Shemberger, Faculty Regent.

CALL TO ORDER: Staff Congress President Dr. David Wilson called the meeting to order. He asked for a moment of silence in honor of Staff Regent Phil Schooley who passed away on August 15, 2021.

Dr. Robert (Bob) Jackson, University President: Dr. Bob Jackson welcomed staff to the start of the fall semester. In the last few days, the university lost Phil Schooley and Dr. Tim Johnston in the Bauernfeind College of Business. Phil was the longest serving Staff Regent. He was first elected as Staff Regent in 2009, and was re-elected for a fifth term in 2021. Dr. Robertson asked staff to keep Phil's wife Virginia, Phil's family, and the Johnston families in their prayers. He reviewed arrangements for Phil. He reported on the covid-19 vaccination clinic being held today and tomorrow in the Curris Center. University administration is working to develop an incentive plan to encourage students and employees to be vaccinated.

Dr. Don Robertson, Vice President of Student Affairs: Dr. Don Robertson thanked staff for their assistance to students during the opening of the semester. He thanked facilities staff for their work. He noted that comments on the parents' Facebook page are overwhelmingly positive regarding the move-in process. He thanked staff for their work with student move-in. Students are still being admitted and registering for the fall semester.

Courtney Hixon, Interim Director of Human Resources: Courtney Hixon said a Work-Life Family Resources Board has been established to allow employees to provide and find occasional child care and pet care. Plans for a September walking group and virtual Lunch and Learn sessions are being developed.

Jackie Dudley, Vice President of Finance and Administrative Services: Jackie Dudley said covid-19 vaccines will continue to be offered at the campus Health Clinic which is open 1-4 p.m., Monday through Friday. Other locations in town are also offering the vaccines. Racer One-Stop will be available in the Small Ballroom of the Curris Center through Monday, August 23. She reminded staff to register their vehicles for parking permits. Ms. Dudley reported on the progress of campus building projects.

Dr. Melony Shemberger, Faculty Regent: Dr. Melony Shemberger reported that faculty attended a welcome-back-to-school luncheon on August 13, at the Waterfield Library Breezeway. She thanked the Provost Office staff for their work with the event. In her email to faculty, she encouraged them to submit nominations for the Staff Excellence Award. The Board of Regents retreat will be held September 2, in Heritage Hall. The Board of Regents meeting is scheduled for September 3, in Pogue Library. The Faculty Senate will have its first meeting for 2021-2022 on September 7.

Dr. Wilson said he appreciates his staff, the residential directors, college staff, and other MSU employees who helped with student move-in. He said parents have indicated that they like having scheduled move-in times.

APPROVAL OF MINUTES: Trish Lofton made a motion to approve the July Minutes as presented. Brian Truskey seconded, and the motion carried.

APPROVAL OF TREASURER'S REPORT: Jeremy McKeel made a motion to approve the July Treasurer's Report as presented. Brian Purcell seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: Dr. David Wilson said the Staff Congress Committee preferences form has been emailed to Staff Congress members. He asked that completed forms be returned to him by August 25. Recent Staff Congress meetings have included discussion of whether or not some committees should be combined. Staff Congress will consider the issue moving forward. The Staff Congress Bylaws Revision Committee is looking at the employee representation categories on Staff Congress. The Executive Committee discussed the possibility of honoring Staff Regent Phil Schooley by creating a staff award named for Phil. Dr. Wilson gave a short statement on behalf of Staff Congress to the Murray Ledger and Times reporter who is writing an article on Phil Schooley. Before doing so, Dr. Wilson

verified with university administration that he was able to give the statement on behalf of Staff Congress. Dr. Wilson and Credentials and Elections Committee Chair Orville Herndon have been discussing the process of addressing the Staff Regent vacancy. Staff Congress members can contact Dr. Wilson with any items they would like the Executive Committee to discuss. Interested Congress members may attend the Executive Committee meeting. He thanked the 2020-2021 Staff Congress Committee chairs for leading the committees. He added that Charley Allen-Dunn has stepped down as the Communications Committee Chair due to work responsibilities related to the university website upgrade.

Credentials and Elections Committee: Orville Herndon reported that the committee hopes to present at the September Staff Congress meeting, the timeline to hold an election to fill the Staff Regent position now vacant due the passing of Staff Regent Phil Schooley. The election timeline, as defined by the Staff Congress Bylaws, is a four to five-week process. Mr. Herndon noted that Phil Schooley joined Staff Congress in 2006, and later was elected Staff Regent. He is looking in the archives for pictures of Phil to post on Facebook.

Dr. Wilson said that Staff Congress members who receive questions about the Staff Regent election process can refer to the Staff Congress Bylaws for information. The Bylaws are available on the Staff Congress web page. Because no previous Staff Regents are on-campus, interested persons may also speak to Dr. Jackson and Dr. Robertson if they have questions about the Staff Regent position. Mr. Herndon added that resumes are not needed to run for Staff Regent. When the Staff Regent Election timeline is released, interested staff may apply to run for the position.

Staff Recognition Committee: No report.

Dr. Wilson said that for the Years of Service awards that would have been presented at the 2020 Staff Appreciation Luncheon, he, Trish Lofton, and Jeremy McKeel hand-delivered the awards. He has talked with Jackie Dudley about the possibility of hand-delivering the Years of Service Awards that would have been presented at the 2021 luncheon. He asked that Staff Congress members who are available to assist with the delivery of the Years of Service Awards contact him. Delivering the awards to staff gives them an opportunity to meet Staff Congress members.

Staff Special Events Committee: Trish Lofton said the Staff Appreciation Luncheon planned for August 2021 was not able to be held due to the covid-19 situation. The tentative plan is to hold a similar event after fall finals, depending on the situation with covid.

Communications Committee: Charley Allen-Dunn thanked 2020-2021 committee members for their work on the committee. Due to her workload with the university website update, she will be stepping down as committee chair. She hopes to give a preview of the new website at the September Staff Congress meeting. Dr. Wilson thanked Ms. Allen-Dunn for her work as committee chair and for her work with the university website.

Working Conditions Committee: No report.

Staff Survey Committee: No report.

Staff Congress Foundation Textbook Scholarship Committee: No report.

Personnel Policies and Benefits Committee: Orville Herndon said the committee is collecting information on items discussed in the committee's report at the April Staff Congress meeting. The committee is looking at the Staff Survey to determine if any concerns or responses in the survey can be addressed by the Personnel Policies and Benefits Committee. He has received data from Human Resources regarding the spousal hiring policy and has discussed the information with the committee via Zoom. The committee plans to meet to develop a proposal before the September Staff Congress meeting.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: Orville Herndon said the committee is awaiting the appointment of staff and faculty members to serve on the committee for 2021-2022.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities Committee: On behalf of committee member Tim Williams, who was unable to attend today's meeting, Dr. Wilson will have the Staff Congress Secretary email the committee report to Staff Congress members.

Judicial Board: No report.

Sick Leave Appeals Committee: No report.

International Studies Advisory Committee: No report.

Budget Advisory Committee: No report.

Shared Governance: No report.

Parking Advisory Committee: No report.

AD HOC COMMITTEES:

Bylaws Revision Committee: No report.

Staff Handbook Committee: Dr. Wilson reported on behalf of Committee Chair Matt Purdy that the committee plans to present information at the September meeting.

Diversity Committee: No report.

UNFINISHED BUSINESS: Dr. David Wilson said the Staff Excellence Award information is on the Staff Congress website. Nomination forms are sent to Human Resources. The tentative plan is to present the awards at the December staff event. He asked staff to encourage their co-workers to nominate staff for the Staff Excellence Awards.

NEW BUSINESS:

Dr. David Wilson referred to the information Matt Jones put in the chat regarding the scholarship established in the names of Phil and Virginia Schooley. Staff Congress can discuss if the group would like to make a donation to the scholarship from Staff Congress.

Matt Jones read a note that Brian Schooley, son of Phil Schooley, posted on his website. Mr. Jones encouraged those who are able to donate to the scholarship to do so. Interested persons can make an individual donation to the scholarship or they can send their donations to Staff Congress Treasurer Trish Lofton who will present the donations as a gift from Staff Congress.

Dr. Wilson said that after discussion, the Staff Congress Executive Committee recommends the meetings continue to be held via Zoom for the next few months. The Executive Committee will discuss the possibility of holding meetings in-person and over Zoom simultaneously.

Informational Items: The next Staff Congress meeting is scheduled for September 15, via Zoom.

ADJOURNMENT: Marion Hale made a motion to adjourn. Trish Lofton seconded, and the motion carried.