



Staff Congress

Draft Minutes for February 17, 2021 On-line Meeting via Zoom

Present: Charley Allen-Dunn, Kala Allen-Dunn, Marty Anderson, Laura Buchanan, Dr. S.G. Carthell, Duane Dycus, Dr. Jessica Evans, Angela Guyton, LaDonna Hamontree, Orville Herndon, Matt Jones, Sondra Kreger, Trish Lofton, Jeremy McKeel, Jerry O'Bryan, Evan O'Neal, Debbie Plummer, Brian Purcell, Matt Purdy, Kendrick Quisenberry, Brett Shather, Brian Truskey, Tim Williams, Dr. J. David Wilson, and Staff Regent Phil Schooley.

Guests: Jackie Dudley, Vice President of Finance and Administrative Services; Joyce Gordon, Director of Human Resources; Dr. Robert (Bob) Jackson, President; Rose Krzton-Presson, Center for Adult and Regional Education; Dr. Don Robertson, Vice President of Student Affairs; and Dr. Melony Shemberger, Faculty Regent.

CALL TO ORDER: Staff Congress President Dr. David Wilson called the meeting to order.

Dr. Robert (Bob) Jackson, President: Dr. Bob Jackson expressed appreciation for everyone's work to help the university operate as normally as possible. The Kentucky Legislature is not officially in session but meetings are being held to discuss the budget and pensions. The Legislature must be out of session by March 30. The Board of Regents will meet February 26. Information will be sent to employees regarding the upcoming summer and fall semesters. Students and their families have indicated the desire for a more normal environment at the university. Commencement is being planned to be somewhat normal. It will be probably be held outside, possibly at the quad or football stadium, and possibly divided into colleges or schools, with spacing between individuals.

Dr. Don Robertson, Vice President of Student Affairs: Dr. Don Robertson said that the Admitted Student Kick-off held virtually on February 5-6 was successful, with approximately 670 students in attendance. Over 460 students have registered for Racer Nation Orientation, the new name for Summer Orientation. The first orientations are scheduled for April and will be held virtually. The June, July, and August orientation sessions are tentatively planned to be in-person or a hybrid of in-person and virtual sessions. Current and prospective students have indicated the desire for on-campus activities. The university has received a grant from the Council on Postsecondary Education which will enable the university to offer 24-hour mental health resources to students for the spring, summer, and fall semesters, in addition to the resources available from University Counseling Services.

Dr. Robertson thanked Dr. Wilson, and the staff in housing, auxiliaries, and Sodexo for taking meals to students and for keeping dining facilities open during the inclement weather. Students have indicated their appreciation for the meal delivery.

All Campus Sing is scheduled for April 14, with adjustments due to the pandemic. The Senior Graduation Breakfast will be held on April 27, hopefully with an in-person component, but virtually if needed. Fall student enrollment numbers are good. Housing applications for the fall semester are up from last year.

Dr. Wilson thanked Dr. Jackson, Dr. Robertson, and Jackie Dudley for allowing the meal delivery to students. Over 1,000 students picked up meals that were delivered to the residential buildings.

Jackie Dudley, Vice President of Finance and Administrative Services: Jackie Dudley said that in addition to delivering meals to students, the grounds and housing staff, along with Sodexo employees, prepared the food. She complimented the grounds crews for their work clearing the campus walkways and roads of snow and ice. The Lovett Auditorium HVAC overhaul project will be starting soon. A proposal will be presented at the upcoming Board of Regents meeting to replace the seats in Lovett using private funding. The windows in Wells Hall and Wilson Hall are scheduled to be replaced this summer.

Regarding the question about the food truck under New Business in the January 2021 Staff Congress meeting minutes, the administration is trying to find a better way to use the food truck. It has not received much business at the Biology Building. The university is working with Sodexo to determine other locations for the food truck and different items to be added to the menu items offered by the truck.

Renovations in the Blackburn Building are progressing.

Dr. Wilson agreed that the meal preparation for students was appreciated. He thanked the grounds crew for clearing the campus walkways and roads.

Joyce Gordon, Director of Human Resources: Joyce Gordon reported on the financial planning Lunch and Learn virtual session held earlier this semester as part of the Racer Wellness financial well-being focus during this quarter. The next virtual Lunch and Learn session is scheduled for February 24. Local attorney Greg Taylor will speak about estate planning. The Google sign-up for the session will allow attendees to submit questions before the event. On March 3, employees can participate in a Zoom meeting focused on issues related to

covid. The meeting will be led by a licensed psychiatrist from the Employee Assistance Program and can be used for the Racer Wellness Program. Upcoming Performance Evaluations will be conducted via Zoom.

Dr. Melony Shemberger, Faculty Regent: Dr. Melony Shemberger said the Board of Regents will meet next week. Faculty continue to use virtual instruction methods.

Phil Schooley, Staff Regent: Phil Schooley said the agenda for the February 26 meeting is being prepared. The meeting is scheduled for 8:30 a.m. The Staff Survey Committee met earlier in February. Committee Chair Dr. Jessica Evans will provide the committee report later in this meeting.

APPROVAL OF MINUTES: Debbie Plummer made a motion to approve the January 2021 Staff Congress meeting minutes as presented. The motion was seconded, and the motion carried.

APPROVAL OF TREASURER'S REPORT: Trish Lofton made a motion to approve the January 2021 Treasurer's Report as presented. Tim Williams seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: Dr. David Wilson said the committee met earlier in February via Zoom but has nothing to report to the Congress at this time.

Credentials and Elections Committee: Committee Co-Chair Orville Herndon reported that the Staff Regent Election notice postcards were unable to be printed due to the Printing Services staff's working remotely. He thanked Jackie Dudley and Sharion Meloan for sending an email to all staff earlier today regarding the upcoming Staff Regent Election. The filing deadline for the Staff Regent Election is Monday, February 22, at 4:30 p.m. The candidacy intent form is available on-line. Staff can contact him with questions.

At the January 2021 Staff Congress meeting, Mr. Herndon reported that Debbie Griffin retired and Lindsey Powers accepted off-campus employment, thereby creating vacancies on Staff Congress. He reviewed the procedures as explained in the Staff Congress Bylaws for filling the vacancies. Angela Guyton has agreed to complete the remainder of Debbie Griffin's term on Staff Congress. Kala Allen-Dunn has agreed to complete Lindsey Powers' term on Staff Congress. Orville Herndon made a motion to appoint Angela Guyton and Kala Allen-Dunn to serve the remainder of Debbie Griffin's and Lindsey Powers' terms on Staff Congress respectively. Trish Lofton seconded, and the motion carried.

At the March Staff Congress meeting, the committee plans to present the timeline for the Staff Congress Election. He read the names of Staff Congress members whose terms expire June 30, 2021.

Staff Recognition Committee: Chair Jeremy McKeel reported that the committee met earlier in the semester. The committee is planning for a virtual recognition of the 2020 Staff Excellence Award recipients and 2020 Year of Service recipients. His office, Digital Media Services, will produce the virtual event.

Dr. Wilson asked Dr. Jackson and Staff Regent Phil Schooley to speak at the virtual recognition event.

Staff Special Events Committee: Committee Chair Trish Lofton said the committee will meet via Zoom to plan the staff recognition event to replace the 2020 Staff Appreciation Luncheon that was unable to be held in-person due to the pandemic.

Communications Committee: Committee Chair Charley Allen-Dunn said Staff Congress members should have received a Google form for their contact information that will be posted to the Staff Congress web page. She will put the link to the form in the meeting chat.

Working Conditions Committee: No report.

Dr. Wilson said he has a report from the Working Conditions Committee that he will send to Staff Congress members for discussion at a future Staff Congress meeting. It is a report the committee prepared in response to items given to the committee from the Staff Survey responses.

Staff Survey Committee: Committee Chair Dr. Jessica Evans reported that its Zoom meeting on February 11, the committee discussed revisions to the survey for 2021. The tentative plan is to open the survey to staff for responses from April 1 to April 30, and to present the survey results to the Board of Regents at its June 2021 meeting. The committee will meet on February 25, at 12:30 p.m.

Staff Congress Foundation Textbook Scholarship Committee: Committee Chair Tim Williams said the committee met via Zoom earlier in February to review the applications for spring 2021 scholarships. He introduced the staff scholarship recipient, Rose Krzton-Presson, who works in the Center for Adult and Regional Education and attended today's Staff Congress meeting. The dependent scholarship recipient is Keeli McKeel, daughter of Jeremy McKeel. She was unable to attend today's Staff Congress meeting

due to having a class during the meeting but sent her thanks to the committee. Mr. Williams thanked the committee members for their work. Applications for the fall textbook scholarship will be accepted until September 1.

Personnel Policies and Benefits Committee: No report.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: Orville Herndon reported that at the committee's February 12 meeting, the covid-19 vaccine was discussed and regular reports were heard by the committee. He put in the Staff Congress meeting chat a link to the committee's Facebook page: <https://www.facebook.com/MSUInsurance.and.Benefits.Committee>. The page contains a link to the committee's meeting. The next meeting is scheduled for March 12, at 8:30 a.m., via Zoom. Employees can let him know of items they would like the committee to discuss. During the committee meetings, comments on the Facebook page are monitored for questions to be relayed to the committee during the meeting.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities Committee: No report.

Judicial Board: Dr. David Wilson said that Lindsey Powers was the Staff Congress representative to the Judicial Board. Persons interested in serving the remainder of her term on the Judicial Board, may contact Jen Caldwell in the Office of Student Affairs to learn more about the Judicial Board. Interested persons should inform Dr. Wilson of their desire to serve on the Judicial Board.

Sick Leave Appeals Committee: No report.

International Studies Advisory Committee: No report.

Budget Advisory Committee: Brian Purcell reported on items discussed at the committee's January 26 meeting. A budget must be submitted to the Legislature by the end of March. The performance funding model, retirement funding, spring enrollment, e-campus initiative, and the impact of covid on the university budget were discussed. The FY 2022 budget is being prepared. A campus town hall will be held on April 14 at 3:00 p.m. The committee will meet again on April 8, at 3:00 p.m. The committee will discuss how to provide employee raises which are affected by enrollment and state appropriations. The committee welcomes feedback.

Shared Governance Committee: No report.

Parking Advisory Committee: No report.

AD HOC COMMITTEES:

Bylaws Revision Committee: No report.

Staff Handbook Committee: No report.

Diversity Committee: Dr. David Wilson reported on the committee's meeting earlier in February. The committee is considering asking Human Resources to speak to the committee concerning questions asked in the hiring process.

UNFINISHED BUSINESS:

Confederate Monument: Dr. Wilson said that in 2020, the Faculty Senate forwarded to Staff Congress for signature a resolution to be forwarded to the Calloway County government regarding the Confederate monument in downtown Murray. Staff Congress discussed the resolution and forwarded the resolution to the Staff Congress Diversity Committee. Faculty Senate moved forward with the resolution without a signature from Staff Congress. The question now before Staff Congress is whether or not Staff Congress members would like to make a statement regarding the monument. At this time, a statement from Staff Congress has not been drafted. The question is whether or not Staff Congress wants to draft a statement. Dr. Jessica Evans will send to Staff Congress members in attendance at today's meeting a Google poll asking whether or not they want Staff Congress to make a statement regarding the monument. If the majority vote "yes", then Staff Congress will move forward to draft a statement.

Dr. Jessica Evans made a motion that in order to resolve unfinished business, the Staff Congress put to a vote whether or not to issue a public statement on the Confederate statue in Murray. Jeremy McKeel seconded the motion. Dr. Wilson asked if there was any discussion.

Discussion included clarification on the question presented for a vote; whether or not Staff Congress, a public body subject to the Open Records Act, can hold a vote via a private Google poll; whether or not a roll call vote or counting of votes is required; discussion of Staff Congress Bylaws governing voting methods in meetings; how holding meetings in a virtual forum affects the ability to allow the public to view how members vote; and representing constituents in the vote.

Dr. Jessica Evans made a motion to amend the motion on the floor. The amended motion would allow the Staff Congress President to determine the means of voting on the question on the floor. Matt Jones seconded the amendment.

Brett Shather made a motion to hold a roll call vote on the question of whether or not Staff Congress should issue a statement on the Confederate monument. Dr. Wilson said a motion to have a roll call vote is not required. According to the Staff Congress Bylaws, he, as Staff Congress President, can call for a roll call vote.

Dr. Wilson will call the names for the roll call vote. He appointed Staff Regent Phil Schooley and Staff Congress Secretary Kim Cottingham as co-tellers to tally the votes on the question of whether or not Staff Congress should issue a statement on the Confederate monument.

Marty Anderson asked the definition of a Staff Congress member and to whom do Staff Congress members represent staff, by definition. Dr. Wilson replied that Staff Congress members represent the employment classification of staff from which the Staff Congress member is elected. The elected member represents his employment classification group to the Staff Congress body. The Staff Congress body represents to the university president and administration issues and questions that affect staff, according to the Board of Regents Policy Manual, Section 6, which addresses the Governance Units.

Dr. Evans said the Congress must vote on whether or not to have a roll call vote before a roll call vote can be taken. The motion to vote via roll call carried.

Dr. Wilson called the names for the roll call vote. The vote was as follows: Charley Allen-Dunn: yes; Kala Allen-Dunn: yes; Marty Anderson: no; Laura Buchanan: yes; Dr. S.G. Carthell: abstain; Duane Dycus: yes; Dr. Jessica Evans: yes; Angela Guyton: abstain; Orville Herndon: no; LaDonna Hamontree: no; Matt Jones: yes; Sondra Kreger: no; Trish Lofton: yes; Jeremy McKeel: yes; Evan O'Neal: abstain; Debbie Plummer: abstain; Brian Purcell: abstain; Matt Purdy: yes; Kendrick Quisenberry: yes; Brett Shather: yes; Brian Truskey: abstain; Tim Williams: no. The vote count was as follows: 11 yes, 5 no, 6 abstentions. The motion carried. Dr. Wilson assigned the Staff Congress Diversity Committee the task of drafting a statement to present to Staff Congress regarding the Confederate monument. The following serve on the Staff Congress Diversity Committee: Charley Allen-Dunn, Dr. S.G. Carthell, Duane Dycus, Dr. Jessica Evans, Trish Lofton, and Brett Slather.

Dr. Wilson will ask the University Legal Counsel how to conduct voting during virtual meetings in compliance with the Open Records and Open Meetings Acts. Dr. Wilson encouraged Staff Congress members to ask their constituents how they would like their Congress representatives to vote on the statement when it is presented to Staff Congress for a vote.

Dr. Jessica Evans thanked President Wilson for taking time to present the question to Staff Congress.

Budget Advisory Committee: Dr. David Wilson said the Budget Advisory Committee membership includes two representatives from Faculty Senate and two representatives from Staff Congress, and others. Faculty Senate President Dr. David Roach wants to request that the Faculty Senate President be an ex-officio member of the Budget Advisory Committee. Dr. Roach asked Dr. Wilson if Staff Congress would like the Staff Congress President to serve on the committee as the staff ex-officio member. An ex-officio member does not vote at committee meetings unless attending a meeting in place of a regular committee member. The ex-officio member should stay current on the committee's activity in order to effectively substitute for an absent committee member. Dr. Wilson said he told Dr. Roach that the Staff Congress Executive Committee consented to including in the request that the Staff Congress President be an ex-officio member of the Budget Advisory Committee.

NEW BUSINESS:

Trish Lofton and Jessica Evans asked about providing updated equipment for the Staff Congress Secretary.

Dr. Jessica Evans wrote in the chat, "I recommend that if a vote be conducted in future forums virtually be it Zoom or otherwise, as indicated in our bylaws that offsite attendance be provided and that 'Members attending via technology shall have the same rights as those attending the meeting in person' that as a Congress have clarity and consensus on the agreed upon method in which to do so, and also if the Staff Congress Secretary is to be the recorder of those votes that she be provide the technology needed in order to do so."

Discussion followed.

Dr. Evans then wrote, "I propose that Staff Congress Secretary, has had used equipment for years, which is contingent upon uncertain quality and longevity. If we have funds remaining in the budget we can get a new laptop/device to be provide for the secretary to use for meetings."

Discussion followed.

Dr. David Wilson said the next Staff Congress meeting is scheduled for March 10, 2021, at 1:30 p.m. He thanked staff for their work for students and said staff play a valuable role in student recruitment and retention, especially during the difficulties caused by the pandemic.

ADJOURNMENT: The meeting was adjourned.