



Staff Congress

Draft Minutes for February 19, 2020 304 North Applied Science Building

Present: Charley Allen-Dunn, Marty Anderson, Laura Buchanan, Lester Buckner, Kevin Crawford, Duane Dycus, Jessica Evans, Debbie Griffin, Marion Hale, LaDonna Hamontree, Orville Herndon, Debbie Plummer, Leanna Linn McClure, Jeremy McKeel, Trish Lofton, Jerry O'Bryan, Evan O'Neal, Brian Purcell, Tim Williams, John Young, and Staff Regent Phil Schooley.

Guests: Dr. Bob Jackson, President; Joyce Gordon, Director of Human Resources; Dr. Melony Shemberger, Faculty Regent; Tommy Phillips; and Brian Truskey.

CALL TO ORDER: Staff Congress President Marion Hale called the meeting to order.

REPORTS FROM SPECIAL GUESTS:

Dr. Bob Jackson, University President: Dr. Bob Jackson reported on his recent trip to Frankfort. Currently, no funding cuts for the university have been announced. Murray State Administration is watching the pension proposals that are being developed in the Kentucky House of Representatives. The Board of Regents will meet on February 28. The Shared Governance Committee will meet on February 25. Staff Congress member Jessica Evans is a member of the Shared Governance Committee.

Laura Buchanan said she appreciated the Governor's comments at MSU on February 17. Dr. Jackson noted that individuals may contact their legislative representatives to comment on issues. The legislative session will end on or before midnight on April 15. Dr. Jackson answered questions.

Joyce Gordon, Director of Human Resources: Joyce Gordon said that during the first week of March, employees will receive information regarding performance evaluations. A comprehensive training for administrative assistants is scheduled for February 25. Racer Wellness and the College of Business are collaborating to develop financial wellness Lunch and Learn Events. Human Resources continues to work with employees affected by outsourcing. A full exit interview will be conducted with each affected employee. Spring health fair plans are in-development.

REGENTS REPORTS:

Staff Regent Report: Staff Regent Phil Schooley said the next Board of Regents meeting is scheduled for February 28, in Pogue Library. Marion Hale encouraged staff to attend the Board of Regents meeting or watch it via on-line streaming. She complimented Jeremy McKeel and his department for their work streaming the meetings.

Faculty Regent Report: Faculty Regent Dr. Melony Shemberger said that Dr. Shauna Mullins, Director of Academic Success, has proposed a bachelor of independent studies. On February 26, 1:30-3:30 p.m., a branding celebration event will be held in the Curris Center Rocking Chair Lounge. The Kentucky Humanities Council will be on campus on April 13 to start Scholars Week.

APPROVAL OF MINUTES: Laura Buchanan made a motion to approve the January 2020 minutes as presented. Debbie Plummer seconded, and the motion carried.

APPROVAL OF TREASURER'S REPORT: Marty Anderson made a motion to approve the January 2020 Treasurer's Report as presented. Debbie Plummer seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: Marion Hale said the Staff Congress and Faculty Senate Leadership Committee met with President Bob Jackson on February 3. The items discussed at the meeting have been reported in today's Staff Congress meeting. Staff may contact Staff Congress Executive Officers and Staff Regent Phil Schooley with items they would like the officers to discuss with Dr. Jackson.

Credentials and Elections Committee: Orville Herndon presented the proposed dates for the Staff Congress Election. The motion from the committee does not require a second. The motion carried. Mr. Herndon read the names of Staff Congress members whose terms expire June 30, 2020. He will email the list of names to Staff Congress members.

Staff Special Events Committee: Laura Buchanan said the supplies for the children's Christmas party have been boxed and labeled, and placed in the Waterfield Library shipping area.

Staff Recognition Committee: No report.

Communications Committee: Staff can send to Laura Buchanan items to be posted to the Staff Congress Facebook page.

Working Conditions Committee: No report.

Staff Congress Foundation Textbook Scholarship Committee: Trish Lofton said the committee will meet to choose recipients of the spring Textbook Scholarship from the applications received.

Personnel Policies and Benefits Committee: No report.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: John Young said the committee will meet on February 21, at 8:30 a.m., in 304 Applied Science North.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities Committee: No report.

Judicial Board: No report.

Sick Leave Appeals Committee: Leanna Linn McClure said the committee members attended training in January. Currently, no appeals are scheduled for the spring semester.

International Studies Advisory Committee: No report.

Budget Advisory Committee: The Budget Advisory Committee will meet on February 25.

Shared Governance Committee: No report.

Parking Advisory Committee: No report.

AD HOC COMMITTEES:

Bylaws Revision Committee: No report.

Staff Handbook Committee: No report.

Staff Survey Review Committee: Jessica Evans reported that at its January meeting, the committee discussed revisions for the survey and plans to distribute the survey in April.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Bereavement Policy

Jessica Evans said she was contacted by a staff member who asked that a recommendation be made to add grandparents and grandchildren to the list of immediate family members in the MSU Funeral Leave Policy. She listed universities in Kentucky which have bereavement policies that include grandparents and grandchildren as immediate family members. Orville Herndon made a motion to refer to the University-wide Faculty and Staff Insurance and Benefits Committee the request to add grandparents and grandchildren to the list of immediate family members in the Funeral Leave Policy. Trish Lofton seconded. Staff Congress President Marion Hale asked if there was any discussion. Marty Anderson said that staff have asked him about adding nieces and nephews to the Funeral Leave Policy. The current policy lists uncles and aunts as "close relative[s]" but does not include nieces and nephews as "close relative[s]".

Joyce Gordon noted that the university Funeral Leave Policy has not been reviewed in-depth for some time. Additional discussion followed. Marion Hale called for the question and the motion carried.

Marion Hale said that due to spring break, the next Staff Congress meeting will be held on March 11.

ADJOURNMENT: John Young made a motion to adjourn. Debbie Plummer seconded, and the motion carried.