



Staff Congress

Draft Minutes for December 13, 2017 304 North Applied Science Building

Present: Re’Nita Avery-Meriwether, Jami Carroll, Jessica Evans, Jeff Gentry, Marion Hale, Orville Herndon, Mary-Elaine Horn, Laura Lohr, Leanna Linn McClure, Jerry O’Bryan, Debbie Plummer, Brian Purcell, Maria Rosa, Amy Watters, Tim Williams, David Wilson, John Young, and Staff Regent Phil Schooley.

Guests: Dr. Renee Fister, Chief of Staff; Dr. Katherine Farmer, Faculty Regent; Dr. Don Robertson, Vice-President, Student Affairs; Shanna Smith, Catering Manager, Dining Services; Brian Truskey, Administrative Assistant, School of Nursing; Denise Windsor, Administrative Specialist, Dining Services.

CALL TO ORDER: Staff Congress President John Young called the meeting to order.

REPORTS FROM SPECIAL GUESTS:

Dr. Don Robertson, Vice-President, Student Affairs: Dr. Don Robertson said that Student Affairs staff are in the process of contacting students who are eligible but have not to register for the spring semester, to encourage them to enroll. Dr. Robertson listed events scheduled for the day of service on Martin Luther King, Jr., Day. He thanked Staff Congress for sponsoring the Christmas party for children of faculty and staff, and for hosting the Staff Reception.

Dr. Renee Fister, Chief of Staff: Dr. Renee Fister said that Dr. Davies and Dr. Arant were unable to attend today’s Staff Congress meeting because they are recruiting at schools. Dr. Davies sent his wishes for staff to have a good break. She said the Strategic Plan has been reduced from 64 priorities to increase efficiencies. Some of the original priorities have been accomplished. The revised list of priorities will be available on the President’s Office web page. A Strategic Plan Listening Session is scheduled for January 17, at 12:30 p.m., in the Curris Center Rocking chair Lounge.

Staff Regent Report: Staff Regent Phil Schooley reported on the Staff Survey response rate. He asked staff to encourage their co-workers to complete the survey which will close at midnight on December 15. He reported on upcoming campus events and asked to staff to inform him of events and persons to be recognized in his reports at the Board of Regents meetings.

Orville Herndon said that he has received numerous calls from staff who are concerned that Facilities Management services will be contracted to an outside organization. He asked if the Regents are aware of any such possibility. Phil Schooley and Faculty Regent Katherine Farmer said that no such information has been relayed to the Regents. They said they are aware that contracting with an outside provider was briefly mentioned at a finance meeting as a possibility, along with other options, to increase financial efficiencies in response to reductions in state funding to universities.

Congress members asked about the status of Health Services. Dr. Farmer and Dr. Fister said their understanding is that an RFP for Health Services providers will be available in January.

Credentials and Elections Committee: Chair Orville Herndon said that at the January Staff Congress meeting, the Credentials and Elections Committee will present the timetable for the 2018 Staff Congress Election. Because he will be a candidate in the election, Orville will be unable to preside over the election. Staff Congress members who will not be candidates in the upcoming election may volunteer to oversee the Staff Congress election. Orville will be able to supervise the 2018 Staff Regent Election.

NOVEMBER MEETING MINUTES: Jessica Evans made a motion to approve the November Meeting Minutes as presented. Tim Williams seconded, and the motion carried.

NOVEMBER TREASURER’S REPORT: Treasurer Laura Lohr presented the November Treasurer’s Report. The Flower Fund balance has been transferred to the Textbook Scholarship Fund. Debbie Plummer made a motion to approve the November Treasurer’s Report. Marion Hale seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: John Young reported that the Faculty and Staff Leadership Committee met with Dr. Davies on December 5. The committee will continue to meet with Dr. Davies during the spring semester.

Staff Recognition Committee: Laura Lohr encouraged staff to submit nominations for the Staff Excellence Award.

Staff Special Events Committee: Jessica Evans reported that although the final count is not yet available, the estimated number of families who attended the Children’s Christmas Party is over 100. She asked Congress members to provide feedback on the new location

provided for the party. She thanked Re’Nita Avery-Meriwether and her co-workers in the Curris Center for assisting with arrangements for the party. Jessica also thanked Catering Manager Shanna Smith for the refreshments donated for the event. She thanked those who managed the Staff Reception in her absence. Laura Lohr added that the Staff Reception door prizes have been delivered to the winners.

Discussion of setting dates for the 2018 December events followed. With commencement scheduled for December 8, the consensus of members present was to schedule the Children’s Party for December 1, and the Staff Reception for December 6.

Communications Committee: Laura Lohr reported that flyers for the December Staff Reception and Children’s Christmas Party were distributed and the events were posted on the Staff Congress Facebook page. Congress members can send her items to post to the Facebook page.

Working Conditions Committee: Jerry O’Bryan reminded staff to use the “Comments, Concerns, and Suggestions” form on the Staff Congress website. He would like to have a committee meeting before the next Staff Congress meeting.

Staff Congress Foundation Textbook Scholarship Committee: No report.

Personnel Policies and Benefits Committee: No report.

UNIVERSITY-WIDE COMMITTEES:

University-wide Faculty and Staff Insurance and Benefits Committee: John Young said at its November meeting, the University-wide Faculty and Staff Insurance and Benefits Committee discussed the insurance data from the first half of 2017. Third quarter information was not available at that time. The committee’s next meeting is scheduled for January 12.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities Committee: Tim Williams reported that at its December meeting, the Board of Regents approved the naming recommendation of the Tektronix Circuits Lab in the new Engineering and Physics Building.

Judicial Board: No report.

Sick Leave Appeals Committee: No report.

International Studies Advisory Committee: No report.

Budget Advisory Committee: Jessica Evans reported that at the Shared Governance Budget Summit, Vice-President of Finance and Administrative Services Jackie Dudley explained the state of the university’s finances. John Young added that Regent Kemp, all of the university vice-presidents, and the Staff and Faculty Regents attended the summit.

Shared Governance Committee: Laura Lohr said the Shared Governance Committee will meet the first week in January.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Laura Lohr asked if Staff Congress will form an ad hoc committee will to review the 2017 Staff Survey responses, as it has done in previous years for the annual survey. Discussion followed. She made a motion to form an ad hoc committee to review the results of the 2017 Staff Survey. Debbie Plummer seconded. John Young asked if there was any discussion. There was none, and the motion carried. Jessica Evans, Orville Herndon, Laura Lohr, Debbie Plummer, and David Wilson volunteered to serve on the committee.

Orville Herndon said that several people have indicated to him an interest in information about the Murray City Payroll Tax that begins in January 2018. He added that the required number of signatures has been collected to place on the ballot the question of whether or not voters are in favor of a city payroll tax. John Young added that Human Resources sent an email to university employees with information and an example of the Murray City Payroll Tax.

John Young said that January Staff Congress monthly meeting will be held in the Mississippi Room of the Curris Center. The Strategic Initiatives Meeting will be held in the Curris Center Rocking Chair Lounge prior the Staff Congress meeting. Parliamentarian Marion Hale said that no vote is needed to change to the meeting location from the usual location.

ADJOURNMENT: Debbie Plummer made a motion to adjourn. Laura Lohr seconded, and the motion carried. The meeting was adjourned.