



**Draft Minutes for November 18, 2015
304 North Applied Science Building**

PRESENT: James Barnett, Jami Carroll, Jessica Evans, Marion Hale, Orville Herndon, Dana Howard, Laura Lohr, Ann Matheny, Jerry O'Bryan, Debbie Plummer, Brian Purcell, Sheri Riddle, Ashley Rogers, Maria Rosa, Tressa Ross, Logan Stout, Rhonda Timmons, Tim Williams, Dwaine Willoughby, Chad Wortham, John Young, and Staff Regent Phil Schooley.

Guests: Emily Baker, Senator, Student Government Association; Clinton Combs, President, Student Government Association; Suzanne D'Angelo, Staff Textbook Scholarship Recipient; Dr. Robert Davies, MSU President; Jackie Dudley, Vice President of Administration and Finance; Dr. Renee Fister, Senior Presidential Advisor for Strategic Initiatives; Joyce Gordon, Director, Human Resources; Dr. Martin Jacobs, Faculty Regent; Dr. Adrienne King, Vice-President, Marketing and Outreach; Michael Mann, Senator, Student Government Association; Rachel Ross, Dependent Textbook Scholarship Recipient; Dr. David Whaley, Dean, College of Education and Human Services.

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

Jessica Evans introduced Rachel Ross and Susanne D'Angelo, recipients of the Staff Congress Marie Jones Textbook Scholarship for the fall semester. Rachel is a junior Agricultural Business major. Susanne D'Angelo is an Administrative Assistant in the Jones College of Science, Engineering, and Technology.

REPORTS FROM SPECIAL GUESTS:

Dr. Robert Davies, MSU President: Dr. Davies said that he, Jackie Dudley, Vice President of Administration and Finance, and Fred Dietz, Associate Vice-President for Enrollment Management, are speaking to campus groups about the new tuition model. Bob King presented the CPE budget request to the CPE appropriation and revenue committee. If allocations are made, they will be based on performance. This week, Dr. Davies has spoken to approximately 17 or 18 university presidents from other states whose state governments allocate funding to public universities based on performance.

He thanked SGA and Faculty Senate's legislative committees which have agreed to partner with MSU administration. On December 1, MSU will host a legislative forum with Senator Stan Humphries and Representative Kenny Imes.

In the State of the University Address, Dr. Davies spoke about the Racer Proud pin program which recognizes extraordinary efforts by faculty and staff to help students succeed.

Dr. Davies answered questions.

Laura Lohr welcomed Dr. Martin Jacobs, Faculty Regent.

Joyce Gordon, Director, Human Resources: Joyce Gordon reported on open enrollment. Approximately 800 faculty and staff registered for the wellness incentive discount. The Employee Assistance Program (EAP) will begin after Thanksgiving at no cost to employees and for the persons who live in employees' households. This will include access to a licensed therapist 24 hours per day, seven days per week. EAP information sessions will be provided. A financial wellness program will also be available. No information will be shared between EAP and Human Resources.

In February or March, Human Resources will begin looking at performance management.

She answered questions.

Staff Congress President Laura Lohr said that Staff Congress has started a Google document for Staff Congress members to submit questions to be addressed at Staff Congress meetings. Laura read the following question from the Google document: "When we will get a raise?"

Dr. Davies replied that a sustainable cost-of-living increase is needed as well as periodic merit raises. These require reoccurring revenue to sustain those decisions. Dr. Davies and Jackie Dudley have begun developing next year's budget.

It was noted that Faculty Senate passed a resolution calling for a 3.5% pay increase.

Laura Lohr said she will post the response to the question on the Google document.

Dr. Renee Fister, Senior Presidential Advisor for Strategic Initiatives: Dr. Renee Fister reported on Honors College enrollment.

She said plans are in development for a comprehensive compensation study.

Dr. Fister encouraged staff to complete and return the economic impact study that was sent to all employees. The study will show the university's impact on our service region. Random sampling of students will begin during the spring 2016. The most recent economic impact survey was conducted approximately 12 years ago.

Dr. Adrienne King's group will be the first to complete one of the Strategic Initiatives. On January 8, the university master calendar will be online and useable. Dr. Fister meets with Strategic Initiatives Team Facilitators when a Strategic Initiative objective is due. The next objective completion date is February 1.

Dr. Adrienne King, Vice-President, Marketing and Outreach: Dr. Adrienne King said that the Racer Proud initiative is now underway. Lapel pins will be given to faculty and staff who demonstrate exceptional effort to support students. The Racer Proud web page contains information about the program and provides a place to post stories of pin recipients. Highlights will also be included in Racer Nation.

In recognition of the 60th anniversary of desegregation on the MSU campus, the holiday giving campaign will be held December 7 – 31. Employees can request giving campaign social media promotion materials from Dr. King or Dana Howard, Social Media Marketing Manager in the Department of Branding, Marketing, and Communication.

The unified online university calendar will officially launch on January 8 and will useable on mobile devices. Users will be able to subscribe to specific event listings, such as academic or sports events, for example. Charley Allen, Web Manager of Branding, Marketing, and Communication, will demonstrate the new calendar at the December Staff Congress meeting.

Dr. Davies presented Jerry O'Bryan with a Racer Proud pin for assisting a student with car trouble earlier in November.

Student Government Association Presentation by Clinton Combs, President; Emily Baker, Senator-at-Large; Michael Mann, University Affairs Senate Chair: Clinton Combs, Emily Baker, and Michael Mann discussed shared governance and common issues for the Student Government Association (SGA), Staff Congress, and Faculty Senate. The SGA Senators spoke of the reasons for and goals of collaboration among the three groups in representing their respective constituents. The speakers suggested that the three groups hold a joint meeting once during the fall and spring semesters. They suggested inviting representatives from Staff Congress and Faculty Senate to attend a portion of the SGA's annual retreat. SGA President Combs plans to attend Staff Congress and Faculty Senate meetings. He invited Staff representatives to attend some SGA meetings which are held each Wednesday at 4:30 p.m., in the Curris Center Barkley Room.

Faculty Regent Dr. Marty Jacobs complimented Staff Regent Phil Schooley and his efforts to communicate with the faculty representatives. Dr. Jacobs added that the Faculty Senate has approved a resolution recommending a cost-of-living increase.

Dr. David Whaley, Dean, College of Education and Human Services: Dr. David Whaley spoke on the development of the dual employment proposal which included researching similar policies at other universities in Kentucky and in neighboring states. He answered questions regarding the policy. Employees can email him at dwhaley2@murraystate.edu with additional questions and comments.

Staff Regent Report: Staff Regent Phil Schooley said the next Board or Regents meeting is scheduled for December 11. A legislative forum will be held at 5:00 p.m., on December 1, in the Curris Center Stables. Graduation will be held on December 12.

APPROVAL OF OCTOBER MEETING MINUTES: Tressa Ross made a motion to approve the October meeting minutes as presented. James Barnett seconded, and the motion carried.

APPROVAL OF OCTOBER TREASURER'S REPORT: Treasurer Jessica Evans presented the October Treasurer's Report. The report does not reflect the transfer of the fall scholarship awards to the recipients. A future treasurer's report will include that activity. Marion Hale made a motion to approve the October Treasurer's Report as presented. Debbie Plummer seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: Staff Congress President Laura Lohr said she attended the Leadership Meeting with Dr. Davies. The topics discussed at that meeting have been presented earlier in today's Staff Congress meeting. Dr. Davies and the vice presidents will be visiting university departments this spring. The 2016-2015 budget is in development.

Laura said that Judy Shearer, former Staff Congress member who was also Mrs. Claus at previous Staff Congress Children's Christmas party recently passed away. Staff Congress will send a card to her family.

Credentials and Elections Committee: No report.

Staff Recognition Committee: Committee Chair Ashley Rogers asked for feedback on the Staff Congress Above and Beyond Award as explained by Rhonda Timmons at the October Staff Congress meeting. Discussion followed. The consensus was to collaborate with the Racer Pride Program. The Staff Recognition Committee will discuss the Above and Beyond Award further.

Staff Special Events Committee: Committee Chair Shanna Burgess was unable to attend today's meeting. Laura Lohr thanked Congress members for bringing candy to be given to the children at the Children's Christmas Party scheduled for December 5.

The Staff Reception will be held on December 10.

Communications Committee: Marion Hale presented the report on behalf of Communications Committee Chair Dana Howard who was had to leave the Staff Congress meeting for another appointment.

Dana Howard will speak with Kathy Friebel, Administrative Assistant in Facilities Management, about posting Staff Congress communications on bulletin boards for the staff whose jobs don't require computer use.

Staff Congress members are encouraged to bring co-workers and new employees to Staff Congress meetings.

A Staff Congress newsletter will be sent to staff before the December break.

Working Conditions Committee: No report.

Staff Congress Foundation Book Scholarship Committee: Textbook Scholarship Committee Chair Jessica Evans said that textbook scholarship applications for the spring semester are due on February 1. Congress members are asked to encourage staff to apply for the scholarship.

Based on Staff Congress members' responses to the Doodle Poll that Jessica emailed to Congress members, the majority of respondents can work at basketball game concessions at the January 7 and 21 games to raise money for the textbook scholarship fund. By informal vote, those present at today's Staff Congress meeting agreed to work at the 5:00 p.m. and 7:00 p.m. games on January 7.

Jessica reported on the items received to date for the silent auction fundraiser for the textbook scholarship to be held at the Staff Reception on December 10.

Jerry O'Bryan complimented Rachel Ross, daughter of Staff Congress member Tressa Ross, for her community work.

Personnel Policies and Benefits Committee: No report.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: Faculty and Staff Insurance and Benefits Committee Chair John Young reported on the insurance enrollment numbers presented to the Faculty and Staff Insurance and Benefits Committee at its November 13 meeting. The committee's next meeting is scheduled for January 8.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities Committee: No report.

Judicial Board: No report.

Sick Leave Appeals Committee: Jerry O'Bryan said that details of the recent Sick Leave Appeals Committee meeting cannot be discussed.

International Studies Advisory Committee: No report.

Dual Employment Committee: No report.

OLD BUSINESS: None.

NEW BUSINESS: None.

Laura Lohr said she received an email from Keith Weber, Chief Information Officer, saying he would like to address Staff Congress concerning the technology governance proposal.

Laura asked staff to encourage their co-workers to attend the Children's Christmas Party and the Staff Reception in December.

ADJOURNMENT: James Barnett made a motion to adjourn the meeting. Jerry O'Bryan seconded, and the motion carried. The meeting was adjourned.