



Staff Congress

Draft Minutes for January 16, 2019 304 North Applied Science Building

Present: Laura Lohr Buchanan, Jami Carroll, Duane Dycus, Jessica Evans, Debbie Griffin, Marion Hale, Ladonna Hamontree, Orville Herndon, Trish Lofton, Jaclyn Morgan, Jerry O'Bryan, Debbie Plummer, Brian Purcell, Matt Purdy, Kendrick Quisenberry, Maria Rosa, Tim Williams, David Wilson, and John Young and Staff Regent Phil Schooley.

Guests: Jackie Dudley, Vice-President for Finance and Administrative Services; Dr. Katherine Farmer, Faculty Regent; Joyce Gordon, Director, Human Resources; Dr. Robert Jackson, Interim University President.

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

REPORTS FROM SPECIAL GUESTS:

Dr. Bob Jackson, Interim University President: Dr. Bob Jackson gave an update on KERS. He reported on current enrollment and anticipated enrollment for next year. Dr. Jackson thanked staff for their work.

Kendrick Quisenberry thanked Dr. Jackson for travelling to the Louisville area to recruit students.

Jackie Dudley, Vice-President for Finance and Administrative Services: Jackie Dudley said that catering services information will be forthcoming. Departments will use purchasing cards for catering instead of inter-account billing. Her understanding is that an on-line catering ordering service will become available.

Joyce Gordon, Director, Human Resources: Joyce Gordon said that Human Resources staff spent a day with staff from the T-Room and Winslow to conduct exit interviews and to give staff the opportunity to ask questions. This was in addition to the informational meetings and discussions for Dining Services employees that were previously held in the Human Resources Office. Ms. Gordon encouraged staff to use the Employee Assistance Program resources, which are free. Additional resources are listed on the Human Resources webpage.

Matt Purdy said the Wellness Pledge opportunities and wellness counselor service have benefitted him.

Ms. Gordon said that revised instructions will be sent to employees who have registered for the health assessment. Insurance updates will be presented to the Faculty and Staff Insurance and Benefits Committee. She said a bi-partisan work group will review the KERS situation. The university's administration is staying informed on the issue.

REGENTS REPORTS:

Staff Regent Report: Phil Schooley said the Board of Regents next meeting will be held on March 1.

Faculty Regent Report: No report.

APPROVAL OF MINUTES:

DECEMBER MEETING MINUTES: Trish Lofton made a motion to approve the December minutes as presented. Debbie Plummer seconded, and the motion carried.

APPROVAL OF TREASURER'S REPORT:

DECEMBER TREASURER'S REPORT: Treasurer Jessica Evans presented the December Treasurer's Report. Laura Lohr Buchanan made a motion to approve the Treasurer's Report as presented. Orville Herndon seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: Marion Hale asked the Staff Survey Review Committee Chair to report on the committee's recent meeting. Staff Survey Review Committee Chair Jessica Evans gave an overview of the survey revisions discussed by the committee at its meeting on January 10. New survey questions will guide the focus of Staff Congress priorities for the coming year based on staff input. The committee hopes to distribute the survey by the end of January. Marion Hale asked Congress members to encourage co-workers to complete the survey.

The Executive Committee will meet with University Interim President Dr. Bob Jackson in February. Marion encouraged staff to contact Staff Congress Executive Committee members with items they would like the committee members to discuss with Dr. Jackson.

Credentials and Elections Committee: Chair Orville Herndon presented the Credentials and Elections Committee's recommendation to hold the Staff Congress election on April 23 through 25. Marion Hale said committee recommendations do not require a second. The motion carried. Orville read the names of Congress members whose terms will expire this year.

Staff Recognition Committee: No report.

Staff Special Events Committee: No report. Staff Congress President Marion Hale complimented the Special Events Committee members for their work on the events in December. Marion thanked Dr. Jackson for donating the music performances for the Staff Reception.

Communications Committee: Chair Laura Lohr Buchanan said the Communications Committee will discuss ways to communicate with staff.

Working Conditions Committee: No report.

Staff Congress Foundation Book Scholarship Committee: On behalf of Book Scholarship Committee Chair Re'Nita Avery who was unable to attend today's meeting, Trish Lofton said that textbook scholarship applications are due on February 1. The committee plans to schedule rebate nights to raise funds for the scholarship.

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 January 18.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities Committee: No report.

Judicial Board: No report.

Sick Leave Appeals Committee: No report.

International Studies Advisory Committee: No report.

Budget Advisory Committee: No report.

Shared Governance Committee: No report.

AD HOC COMMITTEES:

ByLaws Revision Committee: No report.

Staff Survey Review Committee: The committee's report was presented as part of the Executive Committee report.

UNFINISHED BUSINESS: Ladonna Hamontree asked if there have been any developments with the Parking Advisory Committee. Katherine Farmer said a meeting will likely be scheduled.

NEW BUSINESS:

Tim Williams said that when he works at Murray State basketball games, he has been asked by game attendees if they can smoke. He said some persons ignore the no-smoking signs as well as the university policy and city ordinance, which prohibit smoking. Dr. Jackson said he will look into situation.

Tim said employees have expressed concern to him about pets being brought to work. He said he is aware that in some departments, the pet issue has been addressed. David Wilson said staff can ask pet owners if their support animals have been registered with the university's Office of Student Disability Services.

Marion said the next meeting Staff Congress meeting is scheduled for February 20.

ADJOURNMENT: John Young made a motion to adjourn. David Wilson seconded, and the motion carried. The meeting was adjourned.