



Staff Congress

Draft Minutes for May 16, 2018 304 North Applied Science Building

Present: Marty Anderson, Re’Nita Avery-Meriwether, James Barnett, Jami Carroll, Duane Dycus, Jessica Evans, Jeff Gentry, Debbie Griffin, Marion Hale, Orville Herndon, Laura Lohr, Leanna Linn McClure, Jackie Morgan, Jerry O’Bryan, Debbie Plummer, Michele Sanders, 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; Joyce Gordon, Director of Human Resources.

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

REPORTS FROM SPECIAL GUESTS:

Dr. Renee Fister, Chief of Staff: Dr. Renee Fister said Dr. Davies was unable to attend today’s Staff Congress meeting and asked her to relay his appreciation for all the staff do. She provided a printed copy of the revised draft of the Strategic Plan. Dr. Fister presented enrollment numbers.

Joyce Gordon, Director, Human Resources: Joyce Gordon said that Susan Spier in Human Resources has accepted a position outside of the university. Marcie Clark in Human Resources will be available to assist with questions about benefits. Courtney Hixon, Associate Director for Employment, will be on maternity leave. Other staff in Human Resources will assist with employment questions. She gave an update on the compensation review process. Ms. Gordon said that the Finance and Administrative Services Office will be sending information to employees about KERS pre-retirement meetings scheduled for June.

Laura Lohr said she has been contacted by an employee who has three children attending Murray State. The employee asked if anything can be done to alleviate the issue caused by having to purchase a parking permit for each of them, for a total of \$600, in addition to the purchase of the parking permit the employee’s parking tag for a family total of \$800 per year in parking permits. Ms. Gordon suggested that Staff Congress forward the concern to Jackie Dudley, Vice-President of Finance and Administrative Services.

Staff Regent Report: On behalf of Staff Regent Phil Schooley who was unable to attend the beginning of the Staff Congress meeting, but joined the meeting later, John Young said at the May 1 Board of Regents meeting, the Finance Committee and Building and Grounds Committee discussed possibilities for Richmond Residential College. At its May 11 meeting, the Board of Regents discussed tuition for the upcoming academic year and contracting with an outside provider for dining services. Dr. Davies sent out a summary of the May 1 and May 11 Board of Regents meetings. The Board of Regents will meet on June 8.

Credentials and Elections Committee: Marion Hale reported that the Credentials and Elections Committee has received confirmation from Human Resources concerning the eligibility of the write-in candidates in the Staff Congress Election. The committee will begin contacting the write-in candidates and hopes to announce before or at the June Staff Congress meeting which candidate will fill the remaining position in the Secretarial/Clerical Category.

Elections for 2018-2019 Staff Congress officer positions will be held at the June Staff Congress meetings. Staff Congress members interested in running for officer positions for the 2018-2019 year should contact Orville Herndon or Marion Hale to be placed on the ballot which will be printed prior the June meeting. Nominations will be accepted at the June meeting.

John Young introduced Matt Purdy of Career Services, newly-elected Staff Congress member whose term will begin on July 1. He noted that Marty Anderson and Jaclyn Morgan, who have been appointed to fill vacancies in the Staff Congress Facilities Management Category, attended the April Staff Congress meeting.

APRIL MEETING MINUTES: The following corrections to the April minutes were noted by attendees at today’s Staff Congress meeting: The date of the minutes should be changed from “2017” to “2018.” The Faculty and Staff Insurance and Benefits Committee, not the Personnel Policies and Benefits Committee, met in April. In the Faculty and Staff Insurance and Benefits Committee report, the sentence “The committee will meet again on April 28...” should be “...April 27...” James Barnett made a motion to accept the April Minutes as corrected. Laura Lohr seconded, and the motion carried.

APRIL TREASURER’S REPORT: Treasurer Laura Lohr presented the April Treasurer’s Report. She said the majority of funds has been used for printing candidacy intent forms and sample ballots for the Staff Regent and Staff Congress Elections. The \$98 raised at rebate nights for the scholarship funds has been given to the appropriate department for deposit, but has not yet been posted to the budget. The deposit should be noted on the May Treasurer’s Report. Marion Hale made a motion to approve the April Treasurer’s Report as presented. James Barnett seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: John Young reported that at its May 15 meeting with the Dr. Davies, the Faculty and Staff Leadership Council discussed the faculty and staff compensation study. Searches for a Facilities Management Director and an Associate Vice-President for Strategic Enrollment are ongoing. Also in progress is the search for a means to provide health services for campus. Recent events in Greek organizations were also discussed at the meeting.

Staff Recognition Committee: Laura Lohr said the Staff Recognition Luncheon is scheduled for August 7. She encouraged staff to nominate staff for the Staff Recognition Award. Debbie Plummer requested that Phil Schooley email a reminder to employees to submit nominations for the award by the May 31 deadline.

Staff Special Events Committee: No report.

Communications Committee: Laura Lohr said she continues to post items on the Staff Congress Facebook page. The committee will discuss how to improve communication to staff.

Working Conditions Committee: Jerry O'Bryan said Transportation Services no longer has the staffing to update the records of employees who drive university vehicles for travel purposes. Joyce Gordon said the procedures for vehicle insurance and fuel purchases for university travel will be updated.

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 reported that at its April 20 and May 8 meetings, the committee discussed items being put forth in the budget proposal. The committee's next meeting is scheduled for June 15, at 9:30 a.m.

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: Laura Lohr reported that the Shared Governance Committee tentatively plans to send a survey to staff during the summer to ask about views on shared governance. The survey will be sent to faculty and students in the fall. The committee is seeking input regarding how the governing bodies can collaborate and learn from each other.

Dining Services RFP Committee: John Young said that Dining Services RFP Committee Member Kendrick Quisenberry is with the committee preparing for the presentation at 2:30 p.m., by Aramark Food Services. On May 17, Sodexo Food Services will make a presentation to the university community.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Phil Schooley said that staff who have items they would like him to include in his presentation at the Board of Regents meeting should send those items to him this week so he can submit them for inclusion in the Board Book.

John Young and Parliamentarian Marion Hale reminded staff that election of 2018-2019 Staff Congress officers will be held at the June Staff Congress meeting.

ADJOURNMENT: Marion Hale made a motion to adjourn. Debbie Plummer seconded, and the motion carried.