Murray State University Staff Congress
Draft Minutes for October 11, 2006
1:30 PM, Sid Easley Alumni Center

PRESENT: Kelly Buffington, Michael Busby, Jody Cash, Mark Galloway, Kim Griffo, Marion Hale, Orville Herndon, Lana Jennings, Jerry O'Bryan, Rick Pierceall, Debbie Plummer, Tracy Roberts, Rhonda Rogers, Misty Starks, and Lisa Willis. Guests: Jim Carter, Candi Freeland, Dr. Tim Miller, and Kristin Taylor.

REPORTS FROM SPECIAL GUESTS:
Dr. Tim Miller, interim MSU President, announced that the Board of Regents will meet on October 27. He reported that he attended the CPE meetings last week. The CPE decided that regional universities can set tuition rates at a maximum of 9½%. The MSU Board of Regents will set tuition rates its December meeting.

CALL TO ORDER: A quorum was reached and Staff Congress Vice-President Mark Galloway called the meeting to order.

Jim Carter, Vice-President for Institutional Advancement, gave an overview of Homecoming events scheduled for the weekend of October 14. This year is the tenth anniversary of the residential colleges at MSU. He noted that MSU has been included in various publications including the New York Times. Parents Weekend was successful.

Stephanie Galla, MSU Student Recycling Committee member, and Erin Black, MSU Student Recycling Coordinator, explained a proposal that the MSU Student Recycling Committee would like to submit to incoming President Randy Dunn. The purpose of the proposal is to increase recycling at MSU. Ms. Galla and Ms. Black gave a copy of the proposal to Mark Galloway for presentation at a future Staff Congress meeting for possible endorsement by Staff Congress.

Jody Cofer of the Kentucky Fairness Alliance distributed and discussed a handout regarding the inclusion of sexual orientation protection in MSU's anti-discrimination employment policy. He requested that Staff Congress recommend to the university administration that a panel study and make recommendations about the issue. Staff Congress Vice-President Mark Galloway referred the issue to the Staff Congress Personnel Policy and Benefits Committee to discuss and present to Staff Congress for discussion.

APPROVAL OF MINUTES:
Jerry O'Bryan noted that in page 2 of the September minutes, under the Working Conditions Committee Report, the second sentence had the incorrect phrase "from Master Card to Fleet One." The sentence should be written as follows: "The University is changing from the Fleet One Card to the Master Card for gas purchases for university vehicles."

Debbie Plummer made a motion to approve the September 2006 minutes as corrected. Orville Herndon seconded, and the motion carried.

TREASURER'S REPORT: Staff Congress Treasurer Marion Hale presented the September 2006 Treasurer's Report. Marion said she has received the new Staff Congress purchasing card. Kelly Buffington made a motion to approve the Treasurer's Report. Rhonda Rogers seconded, and the motion carried.

STANDING COMMITTEE REPORTS:
Executive Committee Report: Parking Tag Pro-Rated Charge for Spring (AI# 0607-002): Mark Galloway reported that the Executive Committee has not met due to Staff Congress President Terry Burgess' out-of-town travel for the illness and death of a family member.

Personnel Policies/Benefits Committee: Retirement (KTRS) Changes Seminars/Newsletters (AI#: 0607-004): No report.

Credentials and Elections Committee: Orville listed the four Staff Congress vacancies and their categories.

Staff Recognition Committee: No report.

Staff Special Events Committee: Jody Cash announced that at the next Staff Congress meeting, he will bring a sheet for individuals to sign-up to help at the Children's Christmas Party. Also, he reminded everyone to bring two bags of candy to the next Staff Congress meeting for the Children's Christmas Party.

Communications Committee: Lana Jennings reported that the newsletter is ready for the Communications Committee to review.

Working Conditions Committee: No report.

Ad-hoc Committee

Job Salary and Benefits Research Committee: Debbie Plummer reported that the focus of this committee is currently on salary and benefits for hourly staff. The committee may later focus on salary and benefits for salaried/professional staff. The current focus is in response to comments and requests indicated by employees on the staff surveys.

UNIVERSITY COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: Mark Galloway reported on behalf of the committee. All employees should have received rate information by now for next year's insurance rates. Open enrollment will begin October 16.

Intercollegiate Athletic Council: Michael Busy noted that the Intercollegiate Athletic Council will meet October 12.

Naming Campus Facilities Committee: No report.

Judicial Board: Kelly Buffington said the Judicial Board will meet October 9.

Sick Leave Appeals Committee: No report.

STAFF REGENT REPORT:

Staff Survey about Issues (AI# 0607-005): Mark Galloway reported on behalf of Staff Regent Gina Winchester who was attending Career Day today. This is the largest Career Day MSU has held. Regarding the Staff Surveys, 415 out of 962 have been returned. Gina hopes to complete a summary of survey results for Staff Congress and for the Board of Regents by the end of November.

A Staff Regent Forum is scheduled for November 7 at 3:30 in the Curris Center Theater. The Board of Regents will meet on October 27. When Gina receives the agenda for the Board of Regents meeting, she will meet with anyone who would like to view the agenda.

OLD BUSINESS:

Reading of Changes to the Staff Congress Constitution and By-laws (AI#: 0607-001): A letter was submitted with five signatures to the Staff Congress President with proposed changes. Copies of the proposed changes have been distributed to Staff Congress members.

Jody Cash made a motion to waive the reading of the proposed changes at a Staff Congress meeting. Kelly Buffington seconded, and the motion carried. Staff Congress will vote on the proposed changes at its regular November meeting.

Calendar and List of Staff Congress Members in New Employee Packets (AI# 0607-008): Mark Galloway reported that Human Resources said that instead of including another piece of paper in the already full New Employee Packets, Human Resources will notify Staff Congress of new staff hires. Staff Congress can send new employees an information packet and/or welcome them with a visit from Staff Congress members.

Bylaw Change: Staff Congress Member Voting via Electronic Means (AI# 0607-012): This item is included in the proposed changes to the Staff Congress Constitution and Bylaws.

NEW BUSINESS:
Lana Jennings commented that the Staff Congress laptop used by the Secretary is in need of replacement due to continual technical problems.

Kelly Buffington made a motion to obtain pricing and send out specifications for a new laptop. Jerry O'Bryan seconded, and the motion carried.

Marion Hale made a motion to amend the previous motion. The amendment authorizes the purchase of a laptop. Kelly Buffington seconded, and the motion carried.

Mark Galloway assigned the following persons to a committee to obtain laptop pricing information: Orville Herndon, Committee Chair; Tracy Roberts, Kelly Buffington, Dr. Tim Miller, and Phil Schooley.

Adjourn:
Jody Cash made a motion to adjourn the meeting. Kelly Buffington seconded, and the motion carried. The meeting was adjourned at 2:30 p.m.