

Murray State University Staff Congress  
Draft Minutes for September 18, 2013  
304 North Applied Science Building

**PRESENT:** James Barnett, Terri Benton, Shanna Burgess, Jessica Evans, Marion Hale, Orville Herndon, Dana Howard, Laura Lohr-Dziekonski, Ann Matheny, Margie Miller, Jerry O'Bryan, Evan O'Neal, Chuck Plummer, Debbie Plummer, Brian Purcell, Sheri Riddle, Daniel Williams, Tim Williams, Dwaine Willoughby, Joseph Wilson, Gina Winchester, Lisa Winchester, Chad Wortham, and John Young.

Guests: Dr. Renee Fister, Faculty Regent; Mary Mays, Benefits Manager, Human Resources; and Phil Schooley, Staff Regent.

**CALL TO ORDER:** Staff Congress President John Young called the meeting to order. John noted that Dr. Miller is out-of-town today and therefore unable to attend today's meeting. John reported on the Budget Task Force. He listed the staff recommended to serve on the task force. Staff Regent Phil Schooley named the faculty representatives recommended for the task force. John read a schedule of events for the Paducah campus which was sent to him by Provost Dr. Jay Morgan. He reported on the SACS accreditation review process.

Staff Regent Phil Schooley reported on fall enrollment figures.

#### **REPORTS FROM SPECIAL GUESTS:**

Mary Mays, Benefits Manager, Human Resources: Mary Mays said Tom Hoffacker was unable to attend today's Staff Congress meeting due to being out-of-town. She spoke about upcoming open enrollment for 2014. Human Resources has asked supervisors for names of employees without access to computers so that Human Resources may provide those employees with printed open enrollment information. She explained some changes resulting from the Health Care Reform Act and answered questions.

John Young read the Racer Wellness events schedule emailed by Lauren Smee, Wellness Coordinator in Human Resources. Lauren will speak at the October Staff Congress meeting about the Health Fair.

Staff Regent Report: Staff Regent Phil Schooley distributed copies of his report. He also reported on the CPE conference held on September 12 and 13. The Budget Task Force is scheduled to present its recommendations at the December 5 Board of Regents meeting. Phil said that Dr. Constantine Curris will be speaking on December 5 in Freed Curd Auditorium as part of the Adventures lecture series. He listed the remaining 2013-2014 meeting dates for the Board of Regents.

Faculty Regent Report: Faculty Regent Dr. Renee Fister noted that efforts were made to appoint staff and faculty from across campus to the Budget Task Force. She said that Dr. Jesse D. Jones will be speaking at the Freed Curd Auditorium on October 17 as part of the Adventures lecture series.

**APPROVAL OF AUGUST MEETING MINUTES:** Brian Purcell noted that Chad Wortham's name was omitted from the attendance list. Debbie Plummer made a motion to approve the August minutes as amended. Daniel Williams seconded, and the motion carried.

**APPROVAL OF AUGUST TREASURER'S REPORT:** Treasurer Sheri Riddle presented the August Treasurer's Report. She has created a Google doc of the Treasurer's Report and has added the Staff Congress officers to it. Others who want to view the Google doc can contact Sheri to be added to it. She asked if Congress members want her to send thank you notes for donations received. The group consensus was to send thank you notes. Laura Lohr-Dziekonski made a motion to approve the August Treasurer's Report as presented. James Barnett seconded, and the motion carried.

#### **STANDING COMMITTEE REPORTS:**

Executive Committee: John Young reported that the Presidential Search Committee was on campus the first week of September to meet with Staff Congress and other university groups to develop a consensus of the university community's preferences for the incoming president.

The Faculty and Staff Leadership Committee will meet with Dr. Miller later in September. The name of the Deans and Chairs Council has been changed to the Provost Council and now includes Faculty Senate and Staff Congress representatives.

John noted that Staff Congress officers attended the Breathitt Staff Recognition Luncheon which was organized by Lisa Willis. Jackie Dudley, Dr. Tim Miller, Dr. Renee Fister, Phil Schooley, and Jeremiah Johnson also attended. John reported that plans are now in progress to build a new campus for the Breathitt Veterinary Center with the funds supplied to the BVC approximately one year ago.

John reported on recent resolutions passed by the SGA. At its October meeting, Faculty Senate will address undergraduate tuition waivers for partners. He asked Phil Schooley to report on the grievance procedure. Phil summarized the related information which is included in his report. Discussion followed.

**Credentials and Elections Committee:** Orville Herndon said a vacancy exists on Staff Congress in the General/Facilities Management category.

**Staff Recognition Committee:** No report.

**Staff Special Events Committee:** Shanna Burgess said the Children's Christmas Party is scheduled for December 7, from 1:00 to 3:00 p.m. The Staff Reception will be held on December 12, from 1:00 to 4:00 p.m. Shanna asked members to bring candy to the October and November Staff Congress meetings. The candy will be given to the children at the Christmas party. She can also pick up candy from staff offices. The Special Events Committee will meet today after today's Staff Congress meeting.

**Working Conditions Committee:** Jerry O'Bryan said the Working Conditions Committee will meet on October 2. He added that Evan O'Neal is the vice-chair of that committee.

**Staff Congress Foundation Book Scholarship Committee:** Debbie Plummer reported on the scholarship applications received. The application deadline is October 1.

**Communications Committee:** Laura Lohr-Dziekonski said the Communications Committee would like to send out a newsletter by October 15. The article submission deadline is October 7.

**Personnel Policies and Benefits Committee:** No report.

**UNIVERSITY-WIDE COMMITTEES:**

**Faculty and Staff Insurance and Benefits Committee:** No report. Debbie Plummer said the Faculty and Staff Insurance and Benefits Committee will meet on September 23.

**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.

**MSU 100:** Sheri Riddle said this committee will have its first meeting on September 23. John Young explained that MSU 100 is related to the university's 100th anniversary and will consider the university's past and future.

**AD HOC COMMITTEE:**

**Campus Appearance and Improvements:** John Young said he will schedule a meeting for this committee. Chuck Plummer suggested some ideas for the committee.

**By laws update—Textbook Scholarship Committee:** John Young said a committee will be formed to discuss the Textbook Scholarship bylaw.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Phil Schooley asked about the banner with photos of 2013 Staff Excellence Award recipients. Dana Howard replied that it is in process.

**ADJOURNMENT:** Orville Herndon made a motion to adjourn. James Barnett seconded, and the motion carried. The meeting was adjourned at 2:42 p.m.