Murray State University Staff Congress
Draft Minutes for January 13, 2010
Curris Center: Mississippi Room
February 2, 2010

PRESENT: Vicki D. Anderson, Michael Busby, S.G. Carthell, Christian Cruce, Laura Dziekonski, Marion Hale, Orville Herndon, Cheryl Hicks, Jerry O'Bryan, Chuck Plummer, Debbie Plummer, Becky Wilder, Shari Wilkins, Lisa Willis, Gina Winchester, Janeen Winters, and John Young. Guests: Tom Denton, Vice President, Finance and Administrative Services; Tom Hoffacker, Director, Human Resources; Josh Jacobs, Chief of Staff; Phil Schooley, Staff Regent.

CALL TO ORDER: Treasurer Debbie Plummer called the meeting to order at 1:30 p.m.

REPORTS FROM SPECIAL GUESTS: Tom Denton explained that some university employees, mainly student workers, did not submit timesheets due to not being on-campus at the end of the semester. He explained that remedies have been implemented and procedures are being developed to avoid this situation in the future.

Josh Jacobs said Chris Hatcher was hired as the new football coach. The MSU homepage now has a link to information regarding the Provost search, including a timeline and job description. The consultants for the Provost search were on campus to interview the university community about expectations for the Provost position; a report from the committee will be forthcoming. Desmond Tutu will be on campus February 22. Josh encouraged everyone to print W-2s from the MSU website. Questions and discussion followed regarding federal student worker funding. Staff Congress President Christian Cruce will follow-up on questions about the student worker funding.

Tom Hoffacker reported on the hourly wage compensation review. Beginning March 1, applications for positions which are paid monthly will be accepted on-line. He asked for feedback from staff regarding this process. Comments can be sent to him via email. The *Personnel Matters* newsletter will be available on-line. An email regarding the newsletter will be sent to staff.

APPROVAL OF DECEMBER MINUTES: Orville Herndon made a motion to approve the December minutes as presented. Marion Hale seconded, and the motion carried.

TREASURER'S REPORT: Debbie Plummer presented the December Treasurer's Report. John Young noted a correction to the Budget Expenses Total on the Treasurer's Report. John Young made a motion to approve the Treasurer's Report as corrected. Becky Wilder seconded, and the motion carried.

STANDING COMMITTEE REPORTS:
Executive Committee: No report. Christian Cruce noted that the department that transmits the Staff Congress meetings over the internet has had student worker budget cuts and therefore can no longer transmit the meetings. Meetings are open and persons may also attend them via Blackboard.

Personnel Policies Committee: No report.

Credentials and Elections Committee: Orville Herndon reported that the committee will meet in February to plan the timeline for the spring Staff Congress elections.

Staff Recognition Committee: Terri Benton was unable to attend today's meeting. Christian Cruce suggested postponing the quarterly Way to Go Award drawing in order to be sure she has all the nominees' names from Terri.

Staff Special Events Committee: Laura Dziekonski reported on the Staff Reception in December and the Children's Christmas party. She asked for feedback regarding the events. She and Debbie Plummer purchased items at the University Store clearance sale to be used at future events.

Communications Committee: Lana Jennings was out-of-town and therefore unable to attend today's Staff Congress meeting. February 20 is the deadline to submit items for the next Staff Congress newsletter.

Working Conditions Committee: No Report.

AD-HOC COMMITTEES:
Salary and Benefits Equity Research Committee: No report.

Staff Congress Foundation Book Scholarship Committee: Christian Cruce said several applications have been received. She will send an email to committee members regarding a meeting next week. Two scholarships are usually awarded. This semester a third scholarship will be awarded due to the generosity of an anonymous donor.

Staff Handbook Review Committee: No Report.

UNIVERSITY-WIDE COMMITTEES:
Faculty and Staff Insurance and Benefits Committee: No report.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities: No report.

Judicial Board: No report.

Sick Leave Appeals Committee: No report.

Staff Regent Report: Staff Regent Phil Schooley said the next Board of Regents meeting is scheduled for February 19. He gave the dates of the salary increase pay disbursements. The results of the staff survey will be presented in full to the Board of Regents.

OLD BUSINESS: None.

NEW BUSINESS: Laura Dziekonski asked questions about updating the list of area businesses which offer discounts to university employees. Discussion followed. She welcomed suggestions of additional businesses to contact about offering a university employee discount.

Christian Cruce said that information to be added to the Staff Congress website can be emailed to her. The website will be updated this semester. She noted that the university administration has asked that updates to web pages be postponed until the web page program changes have been made.

Chuck Plummer asked about the possibility of the university displaying a digital sign to list upcoming events to be held at the RSEC. Discussion followed as to licensing and funding for digital signs on campus.

S.G. Carthell asked staff to take Celebrate Diversity calendars to post in their departments. He gave information about Martin Luther King, Jr. Day events. Gina Winchester noted that a link to a listing of Martin Luther King, Jr. Day event information is on the MSU website.

Christian Cruce said the next Staff Congress meeting is February 10, at 1:30 p.m., in the Curris Center Mississippi Room.

ADJOURNMENT: Orville Herndon made a motion to adjourn the meeting. Chuck Plummer seconded, and the motion carried. The meeting was adjourned at 2:27 p.m.