



Staff Congress

Draft Minutes for June 21, 2023
118 Wells Hall and Zoom

Present: Marty Anderson, Christian Barnes, Dedrick Brooks, Russell Dunn, Duane Dycus, Jodi Hanneman, Orville Herndon, Joshua Hutson, Sondra Kreger, Trish Lofton, Jeremy McKeel, Audrey Neal, Kim Newbern, Matt Purdy, Tressa Ross, Brian Truskey.

Absent: Dr. S.G. Carthell, Marion Hale, Matthew Jones, Angela Richerson, Matthew Todd, Dr. J. David Wilson.

Guests: Dr. Jessica Evans, Staff Regent; Dayna Hutchinson, 2023-2024 Staff Congress Member-Elect; Travis Plunkett, 2023-2024 Staff Congress Member-Elect.

CALL TO ORDER: Staff Congress President Trish Lofton called the meeting to order.

Staff Regent Report: Staff Regent Dr. Jessica Evans discussed some of the items on the Staff Regent Report that was sent to staff on June 21. The Board of Regents met on June 2. The Board approved the budget which included a raise of three percent and a flat \$500 for all employees. The compensation study is expected to be completed in August or September 2023. The Staff Regent Report included the number of resignations and retirements. Dr. Evans gave an overview of some of the proposed policy changes that were presented to the Board of Regents. A new policy regarding the on-campus operation of remotely operated aircraft systems/drones received a first reading. Dr. Evans has received feedback on the policy and will be looking into the policy to become more familiar with it. The Staff Congress Bylaws changes that Staff Congress approved were presented to the Board for the first reading. The second reading will occur at the August meeting of the Board of Regents. Pending the second reading and approval by the Board of Regents, the Staff Congress Bylaws changes will be implemented. The Flexible and Remote Work Policy was presented as an information item at the Board meeting, and no vote was taken. The policy has not yet been reviewed by the university's legal counsel. The expectation is that the policy will be reviewed by the university's legal counsel and then will be presented for a first reading at the August meeting of the Board of Regents. A policy proposal related to SGA composition was presented at the June Board of Regents meeting. Details are included in the Staff Regent Report that was sent to staff on June 21. The next Board meeting is scheduled for August 25. The Board of Regents retreat is scheduled for August 24. Staff may contact Dr. Evans with concerns and questions.

The Board of Regents voted on the University President's contract. Staff Congress was one of the groups surveyed as part of the University President's evaluation.

Staff Congress President Trish Lofton said that the Staff Congress Executive Committee prepared a detailed evaluation of the University President. Feedback from four years of Staff Surveys was included in the Staff Congress evaluation of the University President.

Faculty Regent Report: No report.

APPROVAL OF MINUTES: Jodi Hanneman made a motion to approve the May 2023 Minutes as presented. Marty Anderson seconded, and the motion carried.

APPROVAL OF TREASURER'S REPORT:

April 2023 Treasurer's Report: Matt Purdy made a motion to approve the April 2023 Treasurer's Report as presented. Dedrick Brooks seconded, and the motion carried.

May 2023 Treasurer's Report: Matt Purdy made a motion to approve the May 2023 Treasurer's Report as presented.

Dedrick Brooks seconded, and the motion carried

STANDING COMMITTEE REPORTS:

Executive Committee: President Lofton read a resolution of appreciation for Staff Congress member Marion Hale who is retiring from the university. Ms. Hale served as Staff Congress President and served on various Staff Congress committees.

Ms. Lofton reported on items discussed at the Executive Committee's June meeting. The committee would like to present to the Board of Regents the Staff Survey results and the Staff Congress 2022-2023 Annual Report. The committee will request that the presentation be included on the agenda for the Board of Regents retreat. The Executive Committee discussed restructuring the agenda for future Staff Congress meetings.

Ms. Lofton presented the updated Staff Congress 2022-2023 Goals and Objectives document. She discussed items that have been accomplished by Staff Congress. Some items are still in-progress. President Lofton expressed appreciation for the work of Staff Congress members.

Ms. Lofton presented a draft copy of the Staff Congress 2022-2023 Annual Report. Staff Congress members may contact her with input for the report. The final report, including the 2022-2023 Staff Congress Goals and Objectives, will be sent to university administration and to staff.

Staff Congress members discussed additional items to include in the Annual Report.

Credentials and Elections Committee: Orville Herndon said that, as reported by Staff Regent Dr. Jessica Evans, the Bylaws revisions approved by Staff Congress were presented to the Board of Regents at its June meeting for a first reading. The second reading will occur at the August meeting of the Board of Regents.

Mr. Herndon thanked outgoing Staff Congress representatives Dr. S.G. Carthell, Marion Hale, and Brian Truskey. He introduced incoming representatives present at today's Staff Congress meeting: Dayna Hutchinson and Travis Plunkett.

Staff Recognition and Special Events Committee: No report.

Communications Committee: No report.

Working Conditions Committee: No report.

Staff Survey Committee: No report.

Textbook Scholarship Committee: Textbook Scholarship Committee Chair Jodi Hanneman asked if Staff Congress members would like the committee to schedule rebate nights for the scholarships in July or wait until the semester starts in August. Various Staff Congress members said that because staff work during the summer months, rebate nights could be scheduled in the summer as well as during the fall and spring semesters. Staff may be more able to attend rebate nights in the summer. Scholarship applications are available on the Staff Congress web page.

Personnel Policies and Benefits Committee: No report.

Diversity, Equity, and Inclusion Committee: Kim Newbern reported that she is tracking legislative bills that would prohibit universities from having diversity, equity, and inclusion offices or staff; would prohibit mandatory diversity training; and would prohibit universities from using diversity statements in hiring and promotion. She reported on similar bills and laws in other states.

President Lofton thanked Ms. Newbern for gathering the information. She said that if such bills are placed on the ballot in Kentucky, Staff Congress can develop a resolution regarding the bills.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: Orville Herndon reported that the Faculty and Staff Insurance and Benefits Committee has not met since the May 2023 Staff Congress meeting. The Plan Cost Subcommittee of the Insurance and Benefits Committee met on June 13, to discuss 2024 health insurance. Mr. Herndon discussed health care costs and insurance costs percentages from the subcommittee's meeting. The Insurance and Benefits Committee is tentatively scheduled to meet on August 18, with the time to be determined. The committee anticipates receiving 2024 health plan information at that meeting. The committee plans to meet on September 1, to vote on the health plan. The committee discussed ideas to increase participation in the Wellness Plan and the possibility of offering additional programs to help reduce health plan costs. Mr. Herndon said that employees have requested an online site to check the status of their Wellness Plan progress. Currently, an affordable web option is not available. Employees may contact Lauren Smee in Human Resources with questions concerning their Wellness Plan progress.

Mr. Herndon answered questions. For employees who have been billed a co-pay for well-care checks, the employee may contact the provider to ensure any incorrectly coded items are coded as part of the well-care check.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities Committee: Dedrick Brooks reported that at its meeting in June, the Board of Regents approved the naming of the Dr. Don I. Tharpe Lecture Hall located in the School of Engineering.

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.

Parking Advisory Committee: No report.

AD HOC COMMITTEES:

Business List Revision Committee: Jodi Hanneman reported that new businesses have been added to the Business Discount List. Businesses can be added to the list by using the form link on the Staff Congress Business Discount web page.

UNFINISHED BUSINESS:

Callback Policy: Marty Anderson said the Staff Congress Personnel Policies and Benefits Committee has developed a proposed revised Callback Policy. He explain the current policy and the policies of other universities. He discussed the Federal Fair Labor Standards Act, Kentucky Statutes instructions, and university Personnel Policy and Procedures for reporting time worked, including callbacks. The proposed policy is being reviewed by university counsel. Mr. Anderson asked that Staff Congress review the proposed revised Callback Policy and contact him with any input on the policy. The committee plans to present the revised policy at the August Staff Congress meeting.

President Lofton said that her understanding from Human Resources is that time reporting laws and the Callback Policy will be included in supervisor training.

Discussion followed. Ms. Lofton said that the input will be used to make further modifications to the proposed revised Callback Policy. The updated revised proposed policy will be sent to Staff Congress members.

NEW BUSINESS:

Election of Staff Congress Officers: Acting Parliamentarian Orville Herndon presided over the Staff Congress officer election.

Mr. Herndon read the names of the candidates for each officer position--President: Trish Lofton; Vice President: Audrey Neal; Treasurer: Jodi Hanneman. Mr. Herndon asked if there were any other nominations. There were none. He added that current Vice President Matt Jones has served the number of term limits permitted by the Staff Congress Bylaws.

Mr. Herndon appointed Tressa Ross and Christian Barnes to serve as tellers for the officer election. Paper ballots were distributed to current Staff Congress members in attendance. Mr. Herndon sent a voting link to current Staff Congress members attending via Zoom. Mr. Herndon noted that write-in candidates are allowed.

The parliamentarian and election tellers collected the ballots and tallied the votes.

Mr. Herndon announced the results of the officer election. Sixteen votes were cast. For President, Trish Lofton received 16 votes. For Vice President, Audrey Neal received 15 votes. Brian Truskey received one write-in vote. For Treasurer, Jodi Hanneman received 16 votes.

Other New Business: President Lofton asked if there was any other new business. There was none.

Adjournment: Jodi Hanneman made a motion to adjourn. Orville Herndon seconded, and the motion carried. The meeting was adjourned.



In Recognition of Mrs. Marion Hale

WHEREAS, the Staff Congress of Murray State University has been fortunate to serve with Mrs. Marion Hale, Member and Past President of the Staff Congress of Murray State University, and

WHEREAS, Mrs. Hale also served on various Staff Congress and University-wide committees including the Faculty and Staff Insurance and Benefits Committee during her tenure at Staff Congress, and

WHEREAS, Mrs. Hale has lifted her voice with steadfast advocacy and passionate commitment for the staff of Murray State University, and

WHEREAS, Mrs. Hale's tireless efforts to engage the entire university community – Staff, Faculty, Students, Alumni, the Board of Regents, and countless others has not gone unnoticed, and

WHEREAS, we, the members of Staff Congress wish to extend our utmost appreciation for the work that Mrs. Hale has done to ensure the voice of staff at Murray State University be recognized as part of the shared governance of Murray State University, and

WHEREAS, we, the members of Staff Congress recognize the time and dedication Mrs. Hale has provided to Murray State University and the Staff Congress and,

WHEREAS, we, the members of Staff Congress of Murray State University would like to extend our sincerest appreciation of Mrs. Hale by the following resolutions,

NOW THEREFORE BE IT RESOLVED, that the Staff Congress of Murray State University appreciates the dedication of Mrs. Marion Hale, and

THEREFORE, BE IT FURTHER RESOLVED that the Staff Congress of Murray State University extends a very Happy Retirement to Mrs. Marion Hale.

The 21st day of June, 2023.

Staff Congress President