



Staff Congress

Draft Minutes for January 17, 2024

Zoom

Present: Christian Barnes, Russell Dunn, Duane Dycus, Jodi Hanneman, Orville Herndon, Joshua Hutson, Casey Johnson, Matthew Jones, Sondra Kreger, Trish Lofton, Jeremy McKeel, Audrey Neal, Travis Plunkett, Matt Purdy, Tressa Ross, Shyann Royalty, David Shelton

Absent: Dedrick Brooks, Dayna Hutchinson, Kim Newbern, Angela Richerson

Guests: Jackie Dudley, Vice President, Finance and Administrative Services; Dr. Robert (Bob) Jackson, University President; Dr. Melony Shemberger, Faculty Regent; Dr. Tim Todd, Provost and Vice President, Academic Affairs; Dr. J. David Wilson, Staff Regent

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

REPORTS FROM SPECIAL GUESTS PRESENT:

Dr. Robert (Bob) Jackson, University President: Dr. Robert (Bob) Jackson provided a summary of the budget proposed by the Kentucky House of Representatives. An MSU Budget Advisory Committee meeting is scheduled for February 12. The Faculty and Staff Leadership Committee will meet on February 1.

Dr. Tim Todd, Provost and Vice President, Academic Affairs: Dr. Tim Todd gave an update on the SACS reaffirmation of accreditation process which occurs every ten years. The SACS Vice President will visit Murray State January 30-31. The SACS team will be on campus April 1-4.

Jackie Dudley, Vice President, Finance and Administrative Services: Jackie Dudley thanked the Facilities Management staff and SSC grounds crew for maintaining the buildings during the winter weather. She gave an update on new campus dining venues and campus building and maintenance projects. Racer One Stop will be available to assist students with financial aid, obtaining a student ID, and other items through January 19. Information on the Wellness Pledge was emailed to staff.

President Lofton complimented the Pinnacle crew for the Curris Center updates.

Staff Regent Report: Staff Regent Dr. David Wilson said the Staff Survey is tentatively scheduled to be emailed to staff during the week of January 22. He will email staff to notify them when the survey is ready to be sent. He asked Staff Congress to encourage staff to complete the survey. The survey results provide feedback for Staff Congress and are presented to the Board of Regents. The Staff Congress leadership uses the Staff Survey results to develop assignments for the Staff Congress committees. Dr. Wilson thanked the Facilities Management staff for their work on the heating system in Clark Residential College. He thanked the SSC staff for clearing the campus sidewalks and walkways. He asked staff to forward concerns to Staff Congress and to him.

President Lofton thanked SSC staff for clearing the sidewalks and campus parking lots.

APPROVAL OF MINUTES: Jodi Hanneman made a motion to approve the December 13, 2023 Meeting Minutes as presented. Audrey Neal seconded. Orville Herndon noted a correction to the Credentials and Elections Committee report in the December minutes. In the third sentence, “a run-off election will be held the week of January 8, 2024”, the date should be “...the week of January 2, 2024”. President Lofton called for the question to approve the minutes as corrected. The motion carried.

APPROVAL OF TREASURER'S REPORT: David Shelton made a motion to approve the December 2023 Treasurer's Report. Joshua Hutson seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: President Trish Lofton said that Staff Congress member Matt Todd has accepted off-campus employment. She reported that at its meeting on January 10, the Executive Committee discussed which dates to open the Staff Survey for staff to respond. The committee decided to submit Jodi Hanneman's name to the university-wide Faculty and Staff Insurance and Benefits Committee to serve in the staff vacancy created when Dr. David Wilson moved from Staff Congress member to Staff Regent. As Staff Regent, Dr. Wilson will serve as an ex-officio member of the Faculty and Staff Insurance and Benefits Committee. The Executive Committee will be checking with the Staff Congress committees within the next month for progress on committee goals and objectives. The committee goals were developed from the Staff Survey results. The survey results are on the Staff Congress website. Ms. Lofton reminded Staff Congress that attendance at Staff Congress meetings helps with the group's mission and work.

Credentials and Elections Committee: Orville Herndon reported on the Staff Regent Election run-off. He thanked the candidates for running in the election and congratulated Dr. Wilson for being elected Staff Regent. He said that multiple staff told him they had difficulty choosing between the candidates.

At the October 2023 Staff Congress meeting, the Credentials and Elections Committee suggested the regular Staff Regent Election be held March 12-14, and the filing period be held in February. Mr. Herndon asked if Staff Congress would prefer the election to be held over three days or two days. Discussion followed. Joshua Hutson made a motion to schedule the Staff Regent Election for two days. Jodi Hanneman seconded. President Lofton asked if there was any discussion. There was none. President Lofton called for the question. The motion carried.

Staff Recognition and Special Events Committee: Jodi Hanneman said plans for the spring staff breakfast are complete.

President Lofton thanked Jackie Dudley, Vice President of Finance and Administrative Services, and Sharion Meloan, Executive Coordinator in the Office of the Vice President of Finance and Administrative Services, for arranging the Staff Reception held in December. Ms. Lofton complimented Sodexo and Racer Dining for the food. She thanked Dr. Jackson for assisting with the presentation of the Years of Service certificates and the Staff Recognition Awards.

Communications Committee: No report.

Working Conditions Committee: Matt Purdy reported on Staff Success Week held the week of January 8. He has received positive feedback on the event.

President Lofton added that she has also heard positive comments about Staff Success Week. She thanked Beth Ward, Angie Trzepacz, Katie Kriesky, and Rebecca Simons for their presentations. She thanked the Working Conditions Committee for organizing the event. Ms. Lofton asked the committee to begin planning the schedule for next year's Staff Success Week.

Staff Survey Committee: Audrey Neal said the Staff Survey is ready and will be open for staff responses for two weeks. After the survey closes, the Staff Survey Committee will prepare a report from the survey to present to the Staff Congress Executive Committee. The Executive Committee will use the report to develop tasks for the Staff Congress committees. Ms. Neal thanked the Survey Committee members for their work updating the survey questions.

Textbook Scholarship Committee: Joshua Hutson reported that the Textbook Scholarship application has been updated from a fillable PDF to a Google form. The Textbook Scholarship Committee will meet later in the semester.

Personnel Policies and Benefits Committee: President Lofton said that Duane Dycus is the new interim chair of the Personnel Policies and Benefits Committees. Dr. Wilson, who chaired the committee prior to being elected Staff Regent, said

the committee is reviewing and gathering information on the grievance procedures. He will give the information to Mr. Dycus.

Diversity, Equity, and Inclusion Committee: No report.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: Orville Herndon said the Faculty and Staff Insurance and Benefits Committee will meet on January 22, at 8:30 a.m., in the Engineering Building conference room and on Zoom. Interested persons may contact Mr. Herndon to request the Zoom link. The committee will be discussing the anticipated increase in insurance rates. Marsh McLennan, MSU's new health and wellness consultant, is planning to look for cost-saving ideas. Staff may contact committee members with questions and comments.

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: President Lofton said the Budget Advisory Committee will meet in February.

Shared Governance Committee: No report.

Parking Advisory Committee: No report.

AD HOC COMMITTEES:

Business List Revision Committee: Jodi Hanneman asked if she were to create a letter inviting businesses to join the Business Discount List, could the letter be shared on social media. President Lofton replied that the letter could be shared on social media.

Merit Pay/Years-of-Service Pay Committee: No report.

Staff Regent Bylaws Revision Committee: Orville Herndon said the Staff Regent Bylaws Committee is collecting information including Staff Regent bylaws from other universities.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

INFORMATION ITEMS: President Lofton said the next Staff Congress meeting will be held on February 21. She will ask about the availability of room 118 Wells Hall.

ADJOURNMENT: Jodi Hanneman made a motion to adjourn. David Shelton seconded, and the motion carried. The meeting was adjourned.