

**Chair Report: Shannon Harr**

- \*Chair Harr reported KRS contributions have increased \$1.2 million for the university.
- \*Regarding the campus master plan, Aramark food services will more than likely help fund a portion of the improvements on campus, including the proposed new dining facility located on top of the parking facility because of their long-standing partnership with the university.
- \*The new intramural/soccer field was paid for with student fees and private funds. Approximately \$483,000 in private funds was used for laying turf on the field to finish the project.
- \*The 2.5% budget cut is not definite yet. The amount of the cut could still be reduced, but there is a deficit in the budget even before the cut is considered. The president has reiterated he is committed to the compensation plan. There is nothing concrete yet, but we should know something in the next month or two.
- \*Dr. Demoss offered to address Staff Congress regarding the new scheduling plan, if we feel it is warranted.
- \*In regards to the Provost search: The committee will conduct 12 SKYPE interviews on March 17 and 18. Once the initial round of interviews are completed, there will be three to five candidates selected for on-campus interviews. July 1st is still the projected start date for the new provost.

**Vice-Chair Report: Craig Dennis**

>Vice-Chair Dennis reported he is still in the process of migrating information to the new portal site and archiving old information.

**OLD BUSINESS: NONE**

**NEW BUSINESS: NONE**

Representative Hunsucker reported he has been working with external auditors and Donna Purcell, Support Services, to bring **RED FLAG REPORTING** to MSU. **RED FLAG REPORTING** is a third-party group stationed in Oregon who will receive anonymous tips from MSU employees regarding HR or financial issues. **RED FLAG REPORTING (RFR)** will have a website and a toll-free number for tip submission. Once **RFR** receives a tip, the external auditors review them and send them to Phil Gniot (HR-related) or Joe Hunsucker (finance/fraud-related). This system has been implemented to ensure employees have an anonymous means to report irregularities at MSU. For more info, login to the Portal—News & Events.

**Upcoming EAGLE Events**

**SPRING BREAK  
(Students)**



March 17–21

**PROFESSIONAL DEVELOPMENT OPPORTUNITIES**

**Providing Exceptional Customer Service**  
8:30 a.m.—12:00 p.m. , RIGGLE ROOM (ADUC)

**BOTH SESSIONS ON:  
MARCH 24, 2014**

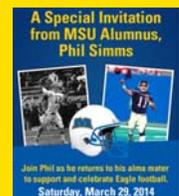
**Coaching Your Front Line Staff**  
1:00 p.m. .—4:30 p.m., RIGGLE ROOM (ADUC)

**MARCH 29, 2014**

**Meet and Greet Event: PHIL SIMMS**

**ALL PROCEEDS GO TO THE MSU FOOTBALL PROGRAM!!**

**CLICK HERE FOR MORE INFORMATION: [MEET PHILL SIMMS!](#)**



**Next Staff Congress Meeting**  
Riggle Room, ADUC

1:00 p.m.

**MOREHEAD STATE UNIVERSITY**



**STAFF CONGRESS**

**April 7, 2014**



# STAFF CONGRESS

## COMMITTEE REPORTS

*In order to create a stronger bond within the staff, to promote cooperation among the administration, faculty, students, and staff at Morehead State University, we, the staff of this university, do establish a representative body to be known as the Staff Congress.*

### Logon to the Staff Congress Website

via the **PORTAL**—We can be found under **Employee Services**



**Please click here to submit a Staff Concern**

**Click here to view and register for the latest Professional Development sessions**

### Benefits & Compensation: Committee Chair Amy Moore

\*The University Standing Employee Benefits Committee met recently and Phil Gniot discussed the sick leave bank. The sick leave bank has a positive balance and is funding itself, as was predicted. Biometric screenings can now be completed at the Caudill Health Clinic on campus. The Caudill Health Clinic will also be hiring a Wellness Coach (job posting will release sometime in March). MSU has purchased an on-line wellness form tracking system this semester to streamline the process. It should be implemented in spring 2014.

### Credentials & Elections: Committee Chair Lora Pace

\*Lora reported the effect of people moving from exempt to non-exempt status did not have the large effect on the EEO categories that was initially projected. She has received the EEO list from Human Resources and there was little change to the number of people in each EEO category. Those Staff Congress seats affected by the change in EEO categories only numbered two positions. One person will be up for re-election this year and the other position had one year left on the term. Because there was a year left on the term, the position will be vacated. The person who was in the position will have the opportunity to run in their new EEO category, area, or an at-large position in April, 2014.

\*Staff Congress Elections will be held on April 21-22. The process will begin with a mass email from Beth Patrick announcing nomination procedure. Nominations will be taken through a CMS form on the webpage. April 1, 2014 will be the deadline to receive all nominations. People can self-nominate or others may submit nominations for positions, but all nominees will be contacted to confirm their acceptance of the nomination. There are fifteen (15) positions open this election term for Staff Congress seats. After this election, there will be ten seats open for approximately the next three years. Everyone should encourage their constituents to run for office and participate in the election process.

### Staff Issues: Committee Chair Kenna Allen

\*During January and February there have been 10 concerns submitted and all have been addressed. One concern submitted was a test by a member of Staff Congress. Following are the concerns submitted: (1) Water break notification was last minute. Because this was an emergency situation, advance notice could not be given. The general rule of thumb is 48-hour notice on planned interruptions and projects on campus. (2) Off-campus employees were concerned because they do not have equal access to the Recreation & Wellness Center that on-campus employees are afforded. This has been discussed previously and the situation remains the same. Currently, there are not additional funds built into the budget to cover discounted memberships to local health facilities for those off-campus and there are no additional funds for operating the Recreation & Wellness Center with extended hours (open earlier/close later). (3) Parking lot behind Howell McDowell was a problem for employees at the beginning of the semester due to unauthorized parking. Since notification was given to campus police, they have been patrolling the parking lot and the parking issues for employees has been alleviated. (4) Weather issues. Employees were concerned with having classes/office hours during inclement weather. (5) Test by Staff Congress member. (6) There was a concern submitted regarding how the performance pay was distributed last year and whether the new compensation scale would be implemented. There is a committee currently reviewing how performance pay should be formatted, distributed, etc., but more than likely performance pay will not be awarded this year due to budget constraints. (7) A staff member had a concern regarding the new soap placed in soap dispensers on campus. The concern regarded the strong scent of the soap that may affect employees who suffer from asthma, allergies, etc. Todd Thacker checked with the distributor and the soap is hypo-allergenic and should not cause any issues. (8) Will the compensation scale be made public for the exempt employees? Depending upon budget finalization and

implementation of the new compensation scale, we anticipate the new scales will be released closer to the beginning of the fiscal year at the end of June/early July. Finalization of the budget has not yet been completed. (9) A staff member expressed the hope exempt employees would be brought to market on the compensation plan and hope the administration stays the course. The staff member stated they are pleased with the job Staff Congress is doing and felt the newsletter helps keep everyone informed. (10) Concern regarding the steps at the Health Clinic not being salted (Allie Young) during inclement weather. These steps will be monitored more closely.

\*Representative LaFontaine asked if the exempt employees who had a desk audit recently had been notified of the outcome. There were mixed responses and Chair Harr indicated he would follow up with Phil Gniot for a definitive answer.

\*Representative Purnell had a concern regarding the crosswalk behind Howell McDowell—water pools at the curb and gets slick during cold weather, causing people to slip and fall. Representative Perry stated no matter how much they salt that area, cold air sweeps down the alley and refreezes the melted water. Facilities does try to keep that area clear.

\*Representative Sexton asked if the retirement system people are coming to campus to meet with employees.

Representative Hutchinson reported that HR contacted the retirement system about this, but have not had a response as of yet.

\*Representative Hutchinson reported the shingles vaccine is a covered benefit, but is has to be administered in a doctor's office, it is not a pharmacy benefit. In some cases, retail clinics associated with pharmacies may administer the shot in the clinic and file it as medical because they can get it from the pharmacy. This needs to be approved in advance, it is recommended for those over 50 years of age or within underlying health issues.

### Sustainability Committee: Committee Chair Benji Bryant

\*Representative Bryant was unable to attend the meeting and no report was submitted.

**Staff Regent Report:  
Mr. Todd Thacker**

Mr. Thacker was unable to attend the meeting; no report was submitted.

**Human Resources Report:  
Mr. Phil Gniot, Human Resources Director**

Mr. Gniot was unable to attend the meeting; no report was submitted.

**Cabinet Report: Ms. Beth Patrick**

\*VP Patrick reported the Cabinet is working on the budget and will have a targeted discussion on certain budget items. They are far from being balanced at this point, but that is normal at this stage of the budget building process. The Cabinet will be looking at revenue sources and are modeling based upon a projected 3% tuition increase. Currently, we do not know if the amount of tuition increase they are projecting will be approved by CPE. CPE will release information in April regarding the approved tuition increase. Cabinet also doesn't have a decision on the 2.5% budget cut. There is a significant increase in fixed and unavoidable costs, so there will be challenges ahead for the university. Morehead State University has a mandatory increase in the payments made to the state retirement programs. Initiatives/incentives have been discussed and there is currently more research needed on the feasibility of offering early retirement to some employees. Cabinet is also looking at the 75/25 benefit split and the compensation plan. \*If the weather forecast is showing cold weather during Spring Break, Facilities will postpone the work on the steam tunnel since buildings on campus would be without heat.

**Campus Master Plan Presentation: Rick Linio**

Rick Linio, Assistant Vice President, Facilities Management, presented the Campus Master Plan during a suspension of business. The Master Plan has been a major project for several months and will continue to develop and transform until it reaches its final form. The Campus Master Plan will be a fluid document that will change over time as necessary, but during the final planning stages, open forums will be conducted to update the campus community. It is a 20-year plan. The campus is broken into five precincts within the plan. Following are some of the items discussed during the presentation, although many more were presented and construction on most will not begin anytime in the near future:

- ⇒ Waterfield Hall will be demolished after graduation, spring 2014
- ⇒ Two new residence halls planned for construction. This will account for 650 new beds (600 beds on-campus and 50 beds at the university farm). Total beds will be 2,376 after project.
- ⇒ Four-level parking garage constructed on old Waterfield Hall site with dining hall on top floor of structure. The parking garage will sit into the hillside such that the dining hall will have a ground-level entrance on the backside of the structure for students.
- ⇒ All motor traffic will eventually be re-routed to the edge of campus with only delivery and service traffic continuing within the infrastructure roads on campus.
- ⇒ Demolition of Laughlin/Wetherby building.
- ⇒ Construction of a new 600 seat Performing Arts Center on the site of the former Laughlin/Wetherby gymnasium site.
- ⇒ Brass Eagle building will be razed (most likely this summer) and will be utilized for temporary parking. New Alumni/Welcome Center will be built on this site once private revenue is raised.
- ⇒ Bell Tower area will have concrete removed to soften the look of the area and create additional green space.
- ⇒ Area between ADUC and Lappin will be closed to traffic and will be the formal gateway to MSU
- ⇒ University Boulevard will be closed to traffic to Elizabeth Avenue.
- ⇒ Eagle Way Pedestrian Walk will be constructed when parking spaces on the boulevard are relocated.
- ⇒ Additional parking structure will be built on the west end of campus.
- ⇒ Facilities management administrative office will be moved to a facility near the power plant.
- ⇒ Several athletic areas will be relocated, renovated, and/or constructed.