

**MOREHEAD STATE UNIVERSITY
STAFF CONGRESS MINUTES
August 7, 2000**

MEMBERS:

Jeff Barker	Joy Cecil	David Jessie	Pam Moore	Stephanie Stewart
Sharon Beller	*Dan Connell	Linda Kegley	Carole Morella	Todd Thacker
Larry Besant	Lenore Dixon	*Margaret LaFontaine	Joel Pace	Madonna Weathers
*Thelma Bumgardner	Patty Eldridge	Velda Mabry	Belva Sammons	Michael Wetherholt
*Vincent Butler	Rosemary Hinton	Rhonda Mackin	Dallas Sammons	Kenneth White
*Gene Caudill	Betty Hurley	Zack McClurg	*Tim Smith	*Ricky Williams

***Denotes member was absent**

Guests: Roger Barker, Office of Human Resources

The meeting was called to order by Chair Weathers at 1:03 p.m. Chair Weathers officially welcomed and presented Staff Congress Pins to new congress members Jeff Barker, Lenore Dixon, Joel Pace, Michael Wetherholt, Kenny White, & Ricky Williams. New members Margaret LaFontaine & Tim Smith were unable to attend the meeting and Chair Weathers will present their Staff Congress pins at a later date. New member nameplates will be presented at the next Staff Congress Meeting. Chair Weather presented Representative Thacker with a certificate of appreciation for serving as the Chair of Staff Congress for the 1999-2000 year. Minutes of the July meeting were reviewed. Corrections were made as follows:

**Credentials and Elections Committee Vice Chair is Sharon Beller, not Sharon Bell.
Representative Jessie WAS present at the July meeting.**

MOTION: July minutes were approved as amended.

Proposed: Rep. Thacker

Seconded: Rep. Kegley

Called for Vote: Passed

CHAIR'S REPORT - Rep. B. Sammons has agreed to serve as staff congress Parliamentarian for the 2000-2001 year. OHR Director Roger Barker had contacted Chair Weathers regarding the reworking of PG-44. Chair Weathers meet with the Personnel Policies and Benefits Committee and members of the Executive Committee on Monday, August 24, 2000. PPB Committee Chair Joel Pace will discuss this in his report.

Chair Weathers had met with Porter Daily, our official liaison to Staff Congress, the Administration, and the university on August 25, 2000. Mr. Daily asked that Staff Congress develop guidelines regarding the Staff Regents Election. The information from Past Chair Thacker regarding this issue had also been passed onto Chair Weathers. She will appoint an ad hock committee to develop these guidelines. Chair Weathers addressed the issue of time commitment of non-exempt and exempt employees spent in Staff Congress meetings. Chair Weathers assured Mr. Daily the congress would be diligent in working to keep meetings from being lengthy and information would be disseminated in a timely manner.

Chair Weathers reported approximately 40 of the P5 fifth year computers that are coming off of the lease program will be made available to local elementary schools in Morgan, Rowan, and Carter Counties for an experimental program. Mr. Kappes' involvement in this project is due to his responsibility to approve any surplus designated for other government agencies. The other computers will be offered to students on a lease program. Excess computers will be held for replacements on the student lease program. Offices needing computers will need work with Information Technology office computer lease/replacement program.

VICE-CHAIR'S REPORT - NONE

SECRETARY'S REPORT - Secretary D.Sammons reminded representatives of the revision of Staff Congress By-laws regarding absences. According to the by-laws, representatives missing three consecutive meetings or five meetings within the Congress year may be replaced on the congress.

Committee Reports

Credentials and Elections Committee - Representative Wilma Stegall is being replaced on the Congress due in part to being on leave from the university. Michael Wetherholt was the candidate in the last election that had received the next highest number of votes. He has been asked and is willing to serve as an at-large representative. Representative Beller agreed to move from the At-Large category to the Service/Maintenance to allow Michael Wetherholt to replace Wilma Stegall. Representative Thacker questioned this move and suggested the congress be cautious in making appointments to congress in regard to EEO categories.

MOTION: Congress accept the moving of Sharon Beller to the Service/Maintenance Category and Michael Wetherholt to replace Wilma Stegall in the At-Large Category.

Proposed by Chair Weathers upon the recommendation of the Credentials and Elections Committee

Called for Vote: Passed - One negative vote cast by Rep. Thacker

The Chair and the Congress understands Rep. Thacker's negative vote and all future vacancies will be treated as appropriate with category replacements.

Standing Appointments Sub-Committee - No Report

Fiscal Affairs Committee - No Report

Personnel Policies and Benefits Committee - PPB Chair Pace presented the following proposed changes to PG-44:

1. The Job Classification Appeals Committee be changed to a Job Classification **REVIEW** Committee.
2. There would be no appeal if the Committee and Human Resources reached a consensus.
3. The REVIEW Committee would have to review **ALL** job reclassification requests.
4. The new rate of pay for an employee receiving a promotion or re-classification will be the entry level of the new position or 7.5 percent, whichever is greater.

A lengthy discussion took place in regard to PG-44. Representative Morella expressed a concern that Staff Congress needs to get away from quick decisions recommends SC try to develop a policy similar to Faculty Senate regarding the reading of documents to be voted on. Concern was expressed by several representatives that employees would not have an appeals process. Human Resources Director Roger Barker wanted the Staff Congress to vote on the changes to PG-44 today in order to present PG-44 at the next Board of Regents Meeting. Several representatives felt they needed more time to make a decision on PG-44 and Mr. Barker suggested SC have a called meeting in two weeks to take action on PG-44. Representative Thacker asked that Chair Weathers communicate to Porter Daily and Dr. Eaglin to let them know SC will get the revisions of PG-44 done as soon as possible.

Motion: PG-44 be sent back to the PPB committee and the committee will meet and work with the Office of Human Resources and the Executive Board to be resubmitted at the next Staff Congress Meeting.

Proposed: Representative P. Moore

Seconded: Representative S. Stewart

Called for Vote: Motion Passed

REGENT'S REPORT - No report due to being at the President's Retreat.

OLD BUSINESS - Chair Weathers asked the Personnel Policies and Benefits Committee to revisit the Tuition Waiver for Retired Staff benefit.

Representative Stewart asked if it was the Secretary's job to attend the University Standing Benefits Committee meetings since Lois Hawkins (last year's Secretary) had previously attended the meetings. Joel Pace is the new chair of the Staff Congress Personnel Policies and Benefits Committee and will be representing the SC at those meetings.

Representative Hinton asked Roger Barker why so many people in the OHR office had approved a PAR. Roger informed SC that the process was being streamlined.

NEW BUSINESS - Chair Weathers appointed the following representatives to the ad-hock committee to work on guidelines for the Staff Regent Election:

Pam Moore, Chair
Rosemary Hinton
Larry Besant
Todd Thacker

Michael Wetherholt
David Jessie
Stephanie Stewart

Representative Besant expressed a concern about how members of the university community are made aware of reorganizations, new hires, etc. Chair Weathers suggested that OHR expanded their newsletter. OHR Director Barker is working with Pauline Young to get the "UPDATE" reinstated so employees without computer access will be more informed.

MOTION: Staff Congress pursue the possibility of getting the "UPDATE" back and distributed in paper form and this be communicated to Pauline Young.

Proposed: Representative B. Sammons

Seconded: Representative Besant

Chair Weathers appointed Parliamentarian B. Sammons, to chair an Ad Hock Committee that will review the by-laws and make establish a policy regarding the procedure in which information will be disseminated in an efficient and timely manner to the Staff Congress for discussion and approval.

A special called meeting to take action on PG-44 was called for Monday, August 28, 2000 at 11:00 am. Staff Congress will provide a sandwich, chips, and a drink. Notification will be sent as to the place SC will meet.

Representative B. Sammons asked that SC investigate the possibility of creating a "vacation pool". This was referred to the PPB Committee.

Representative B. Sammons inquired if the Exit Interview is shared with the supervisor when an employee leaves the university. OHR Director Barker responded that to share the Exit Interview would be breaking the confidentiality of the employees. It is share only if OHR sees a repetition of a lot of negative comments in an area.

Representative Williams asked that SC look into giving retirees the Faculty/Staff Tuition Waiver Benefit. Some employees were working a few years and after getting their children through college left the university. Some employees had expressed they felt it was not fair to employees who had worked 25-30 years at the university could not receive this benefit if they retired. This was referred to the PPB Committee.

Representative Morella asked that OHR educate the employees regarding their benefits (insurance, etc.), the problems individuals and OHR have incurred with the HMO (delay of cards, not being reimbursed, etc.)

OHR Director responded that OHR would be sending out flyers with the changes highlighted and the information will be in the OHR newsletter and personal visits to individual units. The University Standing Benefits Committee is reviewing insurance proposals that will be a credible alternative to our current insurance provider Anthem. Employees who are still having problems with their health insurance should contact Sherry Jones in OHR.

MOTION:

Adjournment

Proposed: Rep. Pace

Seconded: Rep. Jessie

Called For Vote:

Passed. Meeting adjourned at 2:59 p.m.

Minutes by:

Dallas F. Sammons, Secretary