

**MOREHEAD STATE UNIVERSITY**  
**STAFF CONGRESS MINUTES**  
**May 7, 2001**

**MEMBERS:**

Sharon Beller	Lenore Dixon	*Margaret LaFontaine	*Joel Pace	Todd Thacker
Larry Besant	Patty Eldridge	Velda Mabry	Darlene Ramey	Jonell Tobin
*Thelma Bumgardner	Lana Fraley	Rhonda Mackin	Belva Sammons	Madonna Weathers
*Vincent Butler	*Rosemary Hinton	Zach McClurg	Dallas Sammons	Michael Hopper
Gene Caudill	David Jessie	Pam Moore	Tim Smith	*Kenneth White
Joy Cecil	*Linda Kegley	Carole Morella	Stephanie Stewart	*Rick Williams

**\*Denotes member was absent**

**Guests:** None

Chair Weathers called the meeting to order at 1:08 p.m. A quorum was present.

**MOTION:** To approve the April meeting minutes with the following corrections: Change 'years' to 'terms'.

**Proposed: Rep. Dixon                      Seconded: Rep. Stewart**

**Called for vote:** Passed

**CHAIR'S REPORT** – Chair Weathers responded to the question regarding merit pool groupings being published. Human Resources give lists to the Vice Presidents. Budget managers and Vice Presidents are to let employees know what grouping they are in. The supervising unit evaluator sets up merit units. Merit units can include employees evaluated by more than one supervisor. Vacancy monies will not be added to the merit pool. There will be a 5% pool of existing employees.

Chair Weathers had received from Faculty Senate the COSFL position paper on University Governance requesting the Staff Congress endorse this position.

Chair Weathers reported the SGA on-line elections had gone very well. Participation was increased and there were no problems. Staff Congress is moving toward an on-line election process. Information Technology has already been contacted regarding on-line Staff Congress elections.

**VICE-CHAIR'S REPORT** - No report.

**SECRETARY'S REPORT** – No report.

### **Committee Reports**

**Ad-Hoc Staff Regent Election Committee** - Chair Moore presented the committee's recommendations regarding Staff Regent elections. The guidelines are as follows:

"As a courtesy to all staff who might be interested in serving as Staff Regent, Staff Congress offers the following guidelines:

1. Each candidate may have a page on the Staff Congress web page. All candidates will be invited to present themselves and their views to the campus community.
2. Staff Congress will host a series of open forums. Dates and times to be determined by the Credentials and Election Committee.

These guidelines are set forth in the expectation that no organized campaigning other than those sponsored and sanctioned by Staff Congress will be held."

This proposal will be voted on in new business.

**Credentials and Elections Committee** – Chair Hopper reported that the Staff Congress elections would take place on Wednesday, May 16, 2001. The deadline to apply for an absentee ballot is 4:30 pm, Friday May 11, 2001. Any poll workers that cannot be at the poll during the time they signed up for will need to call Rep. Hopper on his cell phone. He will be at the poll all day.

**Standing Appointments Sub-Committee** – No Report

**Fiscal Affairs Committee** – Chair B. Sammons reported on the budget meeting attended by Staff Congress Chair Weathers in the absence of Chair B. Sammons. The university is still trying to find \$250,000 to balance the budget. At this time the 5% salary pool is being maintained. This year's budget will be based on an enrollment of 8600 students. Offices have

already been asked to develop a 2% contingency fund for a budget cut in case we do not meet enrollment numbers and do not receive money from the Action Agenda Plan.

**Personnel Policies and Benefits Committee** – No report.

**Regent's Report** – No report

**OLD BUSINESS** – The Job Re-Classification Review Committee has reviewed 3 positions. The committee expects to receive ten more position for review. Members of the committee have to provide their own copies of the review requests. Chair Weathers will inquire to see if the copies can be paid for by HR. If HR will not cover the cost, the Staff Congress could pay for the copies of the review requests for committee members.

**Motion:** Approve Staff Regent Campaign Guidelines.

**Proposed: Ad Hoc Committee Seconded: Rep. Thacker**

**Called for Vote:** 12 in for; 5 opposed; 2 abstentions. Passed with following friendly amendment by Rep. Besant. "These guidelines are set forth in the expectation that no other organized campaigning will be done."

A discussion regarding distribution of merit pay for employees who are off probation by December 31 and employees that transfer to other departments took place. Some congress members felt that employees who had completed probation by December 31 should be entitled to merit for the next year. Also concern was expressed regarding employees who transfer departments and the old department having to give merit pay from their budget to the new departments budget. There was a discussion regarding whether probation was 6 months or 3 months. Some member of the congress thought that the revised PG-44 had changed probation to 3 months. The revised PG-44 has not been posted on the Human Resources web site. Chair Weathers will discuss these concerns with Human Resources.

### **NEW BUSINESS**

Chair Weathers has received a request asking that the Congress investigate the possibility of spouses sharing accumulated sick days. This was referred to the PPB committee.

Chair Weathers presented the COSFL position paper on University Governance provided by the Faculty Senate. Faculty Senate is asking the Staff Congress to support this paper. Following discussion, the congress requested a representative of the Faculty Senate provide more information before a vote is taken on this issue. Rep. Besant wanted to go on record as feeling the COSFL position was basically saying to the President, that it is better when you tell your governing bodies (ie. SGA, Staff Congress, Faculty Senate, etc.) what it is that you are going to do

The University Standing Committees web site has not been updated to reflect current committee membership.

Rep. Caudill inquired if anyone had received a copy of the university's operating budget. He had not received a copy.

### **ANNOUNCEMENTS:**

Spring Break for 2002 will be the week of March 25-29.

An offer has been made to a candidate for the Vice President of Development position.

The June meeting will be a luncheon for all staff congress members including new members in the Eagle Dining room at 11 AM.

**MOTION:** Adjournment

**Proposed: Rep. Besant Seconded: Rep. Stewart**

**Called For Vote:** Passed. Meeting adjourned at 3:08 p.m.

Minutes by: Dallas F. Sammons, Secretary

STAFF CONGRESS AGENDA  
Monday June 4, 2001  
Riggle Room - 1 p.m.

- I Call to Order
- II Welcome/Guest
- III Approval of the Minutes
- IV Chair's Report
- V Vice Chair's Report
- VI Secretary's Report
- VII Committee Reports
  - Credentials and Elections
  - Standing Appointments Sub-Committee
  - Fiscal Affairs
  - Personnel Policies and Benefits
  - Ad Hock Committees
    - Regent election
- VIII Old Business
- IX New Business
- X Discussion
- XI Announcements
  - Meeting dates 2000-2001 - All meetings are Mondays at 1:00 pm in the Riggle Room
    - June 4
    - July 2
    - August 6