

**MOREHEAD STATE UNIVERSITY**

**STAFF CONGRESS MINUTES**

**Aug. 1, 2011**

**MEMBERS:**

Becki Alfrey	Craig Dennis	Michelle Hutchinson	Paige McDaniel	Matthew Nutter
Jessie Alfrey	Julie Ferguson	Kevin Koett	Rebecca McGinnis	Joel Pace
Regina Beach	Aaron Gay	Margaret LaFontaine	Tina McWain	Lora Pace*
Benji Bryant	Kelly Griggs*	Patty Little	Brooke Mills	Kenna Allen Walter
Rhonda Crisp	Shannon Harr	Rhonda Mackin*	Amy Moore	Barbara Willoughby
Jason Dailey	Joe Hunsucker	Jill McBride	Scott Niles*	

\*Denotes member was absent.

Guests:	Phil Gniot, HR Director and Terry White, Staff Regent.
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Chair McGinnis called the meeting to order at 1:12 p.m. and there was a quorum present.

M. Hutchinson wanted to clarify the fee schedule for the Recreation Center. Payroll deduction for one year at \$325.00 for employee and employee spouses could join at a fee of \$240.00 and the fitness group at \$100.00 for the spouse.

<b>Motion:</b>	To approve the minutes from the July 2011 meeting.	
	<b>Proposed:</b> M. LaFontaine	<b>Seconded:</b> T. McWain
<b>Called for Vote:</b>	Motion passed.	
<b>Chair's Report</b>	R. McGinnis reported that Executive Council met and discussed web page updates, university standing committee appointments, Jan. 2 <sup>nd</sup> date revision. SC did purchase a new recorder for B. Willoughby to use.	
<b>Vice-Chair's Report</b>	Craig Dennis will be meeting with April Nutter Thursday Aug. 4 to discuss updating web. We need to fill 21 positions for University Standing Committees.	
<b>Secretary's Report</b>	B. Willoughby reported supplies balance of \$2,927.60.	

## Committee Reports

<b>Credentials &amp; Elections</b>	K. Koett reported the committee has not met, but will be meeting regarding members attendance. He also stated that Phyllis Dehart will be getting our constituents' info to us so we can better serve them on staff congress.
<b>Staff Issues</b>	S. Harr reported their committee will meet next week. They need PD ideas or suggestions. T. McWain suggested Identity theft as a topic. P. Gnoit spoke of helping out with the topics with HR vendors i.e. Liberty Mutual and several Retirement vendors.
<b>Personnel Policies &amp; Benefits</b>	J. Pace reported he had contacted HR to find out if Jan. 2 return date was a possible holiday. J. Pace asked SC members to send questions to the committee for review and items to be addressed.
<b>Green Committee:</b>	Tina McWain reported the committee has not met. R. McGinnis reported there were several recycle bins purchased and will placed in several academic buildings. C. Dennis inquired about it becoming a standing commit. R. McGinnis asked if anyone is interested in being Chair of the committee. T. McWain agreed to serve as chair again if no one else was interested. R. McGinnis reestablished as a university committee. T. McWain stated there is a discrepancy as to whether there is another committee created that serves the same purpose. R. McGinnis agreed to follow up on the other committee and purpose to see the correlation between the two. R. McGinnis stated we will continue the Green Committee until we have further information.

J. Daily inquired about committee membership and the need basis of the committees. K. Koett stated that chairs of committees were contacted to evaluate the committees. J. McBride commented that committees never sent her the minutes and they were supposed to.

**Regent's Report:** T. White reported there will be a Work session on Thur. Aug. 25<sup>th</sup> followed by ribbon cutting ceremony. Aug. 15<sup>th</sup> is Library training day. Please let Terry know of any suggestions on how to improve the Library uses.

**Human Resources Report:** P. Gniot reported on the best colleges to work details will be released in August. HR wants to combine all three surveys and give SC report during the Oct. meeting. It will cover benefits and general work environment. Results can be used to help find out what we need to work on.

**Cabinet Report:** M. Walters was not in attendance. J. Pace suggested that M. Walters send someone to serve in place of him in the case he cannot attend.

**Old Business:** No new business.

**New Business:** R. McGinnis stated we as a group need to think about goals and vote on them in our Sept. meeting. J. Pace stated we need to have goals that are within the dynamics of the Presidents Goals for the University. C. Dennis wants to meet with the President with our goals and possibly work with Faculty Senate on mutual goals. R. McGinnis showed last year's goals and reiterated that we need set goals. J. Dailey asked about the process of the creation of goals. R. Crisp mentioned that a constituent had come to her regarding spring break. M. LaFontaine restated that we can take vacation days to have that week off.

J. McBride asked P.Gnoit can we use our three floating days during the spring break time. R. McGinnis stated we will take the spring break issue under advisement. J. Ferguson felt we should be practicing going green with closure of buildings during this time. J. Pace stated our goals need include recruitment/retention and impact on staff. C. Dennis stated we need to possibly wait until the results of the survey come out to decide on PD. J. Dailey inquired about the amount of the participants on the survey.

C. Dennis stated there are 21 members on committees that need to be reviewed. J. Dailey suggested we wait until we find out if a committee is justified. R. Makin suggested we get more information regarding the committee membership. A. Moore suggested we send out survey to staff to find out their interest in committees. J. Pace wanted to send out something to all staff regarding interest in committees. J. McBride inquired how we can survey everyone without mass e-mail; snap survey can be sent out. R. McGinnis asked for motion for snap survey to be created and sent out. S.Harr motion and J. McBride seconded the motion.

Green Committee Chair appointments R. McGinnis asked for nominations of Chair. J. Pace recommended B.Bryant to serve as Chair C. Dennis seconded the motion. K.Koett motioned for SC to oversee the committee and T. McWain seconded the motion for SC for oversee committee.

J. McBride wanted to revisit the flex time for next summer. R. McGinnis is going to set up a time to review this with HR.

Announcements:

- Next Meeting – August 1, 2011
- SOAR – August 12, 2011
- New Student Move-in Day – Friday, August 19<sup>th</sup> – M. LaFontaine asked for volunteers. Those interested can sign up online.
- Classes start August 22, 2011
- Bookstore will be open on Sat. and Sun. August 20 and 21.
- August 25, 2011 is Ribbon Cutting Rec. Center
- Shorter hours the week before in the Rec. center.

Motion:	To adjourn.	
	Proposed: M.LaFontaine	Seconded: A.Moore
Called for Vote:	Passed. Meeting adjourned at 2:15 p.m.	

Minutes submitted by: Barbara Willoughby, Secretary