

**MOREHEAD STATE UNIVERSITY
STAFF CONGRESS MINUTES
November 5, 2012**

MEMBERS:

Kenna Allen	Craig Dennis	Travis Jolley*	Paige McDaniel	Joel Pace
Sheila Barber	Aaron Gay	Yvette Kell	Tina McWain	Lora Pace
Regina Beach	Shannon Harr*	Margaret LaFontaine	Brooke Mills	Clarissa Purnell
Benji Bryant*	Paul Hitchcock	Amanda Lewis*	Kerry Murphy	Barbara Willoughby
Rhonda Crisp	Joe Hunsucker*	Patty Little	Scott Niles*	Donnie Willoughby
Jason Dailey*	Michelle Hutchinson*	Jill McBride	Matthew Nutter	

*Denotes member was absent.

Guests:	Phil Gniot, HR Director; Todd Thacker, Staff Regent; Jane Fitzpatrick, General Counsel; Pat Langendorfer, Outdoor Recreation Coordinator
----------------	--

Chair Gay called the meeting to order at 1:00 p.m.

Motion:	To approve the minutes from the October 1, 2012 meeting	
	Proposed: Rep. Allen	Seconded: Rep. Dennis
Called for Vote:	Motion passed.	

MSU General Counsel Jane Fitzpatrick discussed PG-62, Deadly Weapons on Campus policy. The law changed in Kentucky prompting the updating of this policy. She asked for members to email comments and questions to Chair Gay to forward to her by November 16.

Pat Langendorfer, Outdoor Recreation Coordinator, spoke about outdoor recreation activities available to staff, faculty, and students and new opportunities still to come. The Outdoor Recreation Branch provides opportunities for outdoor trips, educational workshops, the Challenge Course, which is beneficial to build teamwork, communication, and problem solving skills within departments or groups, and equipment rentals such as canoes and kayaks. Mr. Langendorfer is working on a management plan to open Eagle Lake for use by the campus community and to post rules for use around the lake. They want to do what is safe and what is smart. Liability issues should not be a concern because the lake is already included in MSU's liability insurance policy. New outdoor recreational activities to be offered include non-motorized craft such as kayaks and canoes, hiking, fishing, and swimming. There are already fish in the lake, but the Dept. of Fish and Wildlife will stock the lake and the Outdoor Recreation department will sell fishing licenses.

Chair's Report	Chair Gay reported that the President's Leadership Council met on October 17. Deans, Chairs, and Directors also attended this meeting. The topic was retention. He projected the last three slides of a presentation shown at the meeting. The slides show the summation of things that were discovered or are important. The group is trying to find out why students are not coming back fall-to-fall. Members can view the entire Power Point presentation at the President's Leadership Council website, but Chair Gay will also give the information to Rhonda to email to members. Please email questions to Chair
-----------------------	--

	<p>Gay.</p> <p>Chair Gay, Provost Hughes, Mr. Walters, and Dr. Rathbun met with Dr. Andrews about an Ombudsman position. This person would be a liaison for faculty and staff who are having problems. Dr. Andrews will look at the 'Are We Making Progress' data before making a decision. The 'Are We Making Progress' data will help identify if there are widespread problems. The data is not done yet and has not been posted on the web. The group is suggesting a six-month position in the beginning to determine case load and they prefer that an outside-the-university person be hired, so no partiality could be suggested. The position would go full-time if warranted. The timeframe is uncertain for the President's decision. In the past, the president has not supported the idea of an Ombudsman position.</p> <p>The Executive Council of Staff Congress met on October 31. There have been a flood of staff issues submitted through the web.</p>
Vice-Chair's Report	<p>Vice-Chair Harr is away at a conference. Chair Gay reported that the October PD days had to be canceled because the presenter was ill. The October PD days were rescheduled as follows:</p> <p>Basics of Diversity, December 4, 8:30 am-noon, GH 311 Resolving Workplace Conflict, December 4, 1-4:30 p.m., GH 311</p>
Secretary's Report	<p>Secretary Crisp reported the supply balance is \$2,291.87. The only purchase was flip charts for Professional Development days.</p>

Committee Reports

Benefits & Compensation	<p>Rep. J. Pace had no report, but announced that open enrollment ends November 9.</p>
Credentials & Elections	<p>Rep. L. Pace reported that Julie Ferguson was dismissed as a member of Congress because she missed four meetings in a row. If there are three consecutive misses or five misses for the academic year, members will be dismissed based on the Bylaws.</p> <p>Jill McBride has consented to replace Julie Ferguson and will complete the rest of the academic year. She can then run for election if she wants. A vote on this will be taken in 'New Business'.</p> <p>At the next meeting, Keith Quinn, will fill the Service/Maintenance vacancy. If everything works out, we will have a complete 30 member Congress at that time.</p>
Green Committee	<p>Rep. Bryant was out at training, so there was no report, but Rep. McDaniel said she is going to set-up a vendor show with all green vendors. She hasn't been able to reach Rep. Bryant about this yet.</p>

Staff Issues	<p>Rep. Allen reported that there had been many issues submitted on the ‘Staff Issues’ button on the web. Many of the concerns were about the parking lot behind Howell-McDowell being blocked off for events last week without advance notice to employees. She spoke with the Police Department and they will try to do a better job in getting the word out about these events as well as only blocking the number of spaces needed. She also had a concern submitted about Spring Break and a couple of issues she forwarded to Human Resources for resolution. Mr. Gniot will address those during his HR report.</p> <p>Rep. Allen, Chair Gay, and Vice-Chair Harr met and drafted the Ombudsman Resolution that was approved by vote at the last Staff Congress meeting in support of the Ombudsman position.</p>
---------------------	--

Regent's Report: Staff Regent Thacker reported that there is a BOR Work Session on November 15. December 6 will be the next BOR meeting. The BOR voted to go green and will no longer print rosters, etc. Also, he did receive a copy of the president’s contract that he requested at the last BOR meeting.

Human Resources Report: Phil Gniot showed a Power Point presentation about Open Enrollment/Benefits. Open enrollment is October 22-November 9. It is a positive enrollment which means everyone must register. Enrollment will now be done through WebAdvisor. There are no changes to healthcare, dental, or life insurance. The national trend is a 7% increase for health insurance, but MSU received no increase. There are also no increases in dental or life insurance for employees. There will be the same incentives this year: Health Risk Assessment, Tobacco Use Form, and WellPoints. The HRA amounts will still be \$650/single and \$1150/2-person or family for the \$1500 and \$2500 plans. The maximum balance in the HRA account is \$6000 and is functional for 12 months after employment with MSU ends. The HRA is administered by Tri-Star. There is no cost increase to employees for the debit card. The cost remains at \$6.00. There has been a change in the federal FSA laws. The medical reimbursement maximum will now be \$2500 instead of \$5000. Dependent care remains at \$5000. HR will be sending email reminders this week to those who haven’t registered yet.

Cabinet Report: No report.

Old Business: None

New Business:

Motion:	To accept Jill McBride as a replacement for Julie Ferguson	
	Proposed: Credentials & Election Committee	Seconded: None needed
Called for Vote:	Passed	

Announcements:

- Presidential Election, November 6 – MSU closed
- Advance Registration Starts November 7

- November Professional Development Opportunities:
 - Facing the Challenge of Change, November 13, 2012, 8:30 am-noon, GH 311
 - Teamwork in a Changing Workplace, November 13, 2012, 1-4:30 pm, GH 311
- Thanksgiving Break – November 21-23
- Next Meeting – December 3 – 1 pm – Riggle Room

Motion:	To adjourn	
	Proposed: Rep. LaFontaine	Seconded: Rep. Kell
Called for Vote:	Passed	

Minutes submitted by: Rhonda Crisp, Secretary