

**MOREHEAD STATE UNIVERSITY
STAFF CONGRESS MINUTES
January 7, 2013**

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:	Evangeline Day, Disability Services Coordinator; Todd Thacker, Staff Regent; and Beth Patrick, Chief Financial Officer/VP
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Chair Gay called the meeting to order at 1:00 p.m.

Evangeline Day, Disability Services Coordinator, did a presentation regarding the services available to students who are disabled. Her office is on the 2nd floor of ADUC. Most students who are disabled, self-disclose to the Disability Services office, but please refer students to her if they say they have a disability. Disability Services is all about confidentiality. Ms. Day works with faculty to accommodate needs of students who are disabled and most of the time professors don't need to know a diagnosis. There is assisted technology available to students in the Library and the Disability Services office. She explained correct protocol for many situations involving students who are disabled. She would be happy to do a presentation to any group on campus who would like more information about the Disability Services office or the services that are offered.

Any content that is on an MSU webpage should be accessible to students who are vision impaired and use a text screen reader. Any videos on the web must be captioned. April Nutter can help any department, who has a video on their page, comply with the captioning requirement.

Motion:	To approve the minutes from the December 2012 meeting	
	Proposed: Rep. Dennis	Seconded: Rep. LaFontaine
Called for Vote:	Motion passed.	

Chair's Report	Chair Gay reported that the Executive Council hadn't met since our last meeting. The President's Leadership Council didn't meet in December. He did meet with CFO/VP Patrick and they discussed where Staff Congress is at and where it needs to go. They also discussed the Ombudsman position. The president received a copy of the 'Are We Making Progress' report.
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Vice-Chair's Report	Vice-Chair Harr reported that he is working on moving information from the Staff Congress webpage to the Portal. He hopes to show the progress of the page at the next meeting and get suggestions. He and Rep. Allen are working
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	on Professional Development Days for the spring semester. Please give professional development workshop suggestions to Vice-Chair Harr, Chair Gay, or Rep. Allen.
Secretary's Report	Secretary Crisp reported the supply balance is \$2128.72. Professional Development Day door prizes were purchased in December.

Committee Reports

Benefits & Compensation	No report.
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Credentials & Elections	Chair L. Pace reported that Rep. Mills has identified another person who might be interested in filling the vacant position on Congress. Contact will be made to see if there is interest in the position.
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Green Committee	No report.
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Staff Issues	Chair Allen reported there has been no new staff issues reported. The committee will be working on Professional Development days with Vice-Chair Harr.
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Regent's Report: Staff Regent Thacker reported that the Board of Regents met on December 6. They approved an honorary doctor degree for George Kerr, approved fall graduates, ratified personnel actions, approved the purchase of real property, and approved the naming of the Bill and Regina Mack Student-Athlete Technology and Learning Lab at the Eagle Center. They were presented an Insurance and Benefits report. There will be a retreat on February 26 & 27 and the next Board of Regents meeting will be March 14.

CFO/VP Patrick said that the benefits report will be presented to Congress, but from an employee's perspective instead of an employer's perspective. Rep. Hutchinson announced that we should have the presentation at the February meeting.

Human Resources Report: No report.

Cabinet Report: CFO/VP Patrick reported there will be a President's Cabinet Retreat tomorrow for planning for next year. Also, there are two significant positions that need to be filled: Assistant VP for Facilities and Chief Information Officer. Gene Caudill retired on 12/31/12. Terry White will be the interim Assistant VP for Facilities.

Old Business: None

New Business: Secretary Crisp asked if employees would be getting new insurance cards. Rep. Hutchinson said employees wouldn't get new insurance cards, but anyone who has the debit card would get a new card, probably this week.

Announcements:

- Convocation January 9, 10 a.m., Button Auditorium

- Class Scheduling/Business Days, January 10-11
- Classes begin January 14
- Next Meeting, February 4, 1 p.m., Riggle Room
- There are two new smoking areas: one behind Baird Music Hall and the other behind the Garrett House (old Folk Art House).
- Registration Center, January 14 and January 17
- Smoking Cessation classes start January 17 and Biometric Screenings are scheduled for February 12, 13, 14 & 15.
- The Recreation Center will be closed on Friday, January 11, for training.
- The community needs to stay away from Downing Hall. It is dangerous after the fire yesterday. Employees who work in the building will be moved to Waterfield Hall. Downing Hall was already scheduled to be torn down.

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

Minutes submitted by: Rhonda Crisp, Secretary