

**MOREHEAD STATE UNIVERSITY
STAFF CONGRESS MINUTES
February 4, 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:	Phil Gniot, HR Director; 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.

Motion:	To approve the minutes from the January 7, 2013 meeting	
	Proposed: Rep. Allen	Seconded: Rep. Hutchinson
Called for Vote:	Motion passed.	

Chair's Report	<p>Chair Gay reported that the Executive Council met on January 31.</p> <p>The President's Leadership Council has not met since our last meeting so there is no update. They will meet next on February 13.</p> <p>The Staff Congress Newsletter needs to be sent out each month by members to their constituent list. Constituent lists will be updated to include new employees. Anyone who needs a constituent list should email Chair Gay and let him know.</p>
Vice-Chair's Report	Vice-Chair Harr reported that he is working on the new Portal site. There has been some turnover in Communications and Marketing that has held up progress on the site, but our current website is still active.
Secretary's Report	Secretary Crisp reported the supply balance is \$2,128.72. There were no purchases in January.

Committee Reports

Benefits & Compensation	Chair J. Pace reported that Mr. Gniot will give a benefit comparison presentation today.
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Credentials & Elections	Chair L. Pace reported that Vernon Ray Perry will be up for approval as a
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	<p>member in 'New Business'.</p> <p>The committee will meet this month to discuss the upcoming elections and will have a plan for the March meeting.</p>
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Green Committee	<p>Chair Bryant reported the committee met on January 18 to discuss long-term goals. The next meeting will be February 15.</p>
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Staff Issues	<p>Chair Allen reported that the majority of staff issues received in January was questions about the benefits cards. Mr. Gniot explained that TriStar hired a new vendor to handle the cards and that was the cause of the problem. HR was on the phone with TriStar every day, working to straighten out the problem. TriStar waived the \$6.00 fee for the card because of the problems. If TriStar happens to get a new vendor next year, HR will talk to them in advance about the transition to try and curtail any problems.</p> <p>There was also a question about being able to purchase over-the-counter medications on the card. The IRS regulates the cards and does not allow the purchase of over-the-counter medicines. Employees can ask their doctor for a prescription for most over-the-counter medicines if they want to use the card.</p> <p>Rep. Allen, Vice-Chair Harr, and Chair Gay met with the University of Kentucky Professional Development staff to discuss Professional Development opportunities for this semester. They will meet with MSU Human Resources staff tomorrow to solidify the dates. During February, March, and April, there will be one day each month for seminars with two sessions per day.</p>
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Regent's Report: Staff Regent Thacker reported there will be a BOR Retreat on February 25 & 26. One item being discussed is the President/BOR relationship. The next BOR meeting will be in March.

Human Resources Report: Phil Gniot showed a Power Point presentation outlining a benefits comparison between MSU, other Kentucky universities, and local businesses such as: SRG Global, St. Claire Regional Medical Center, and the Rowan County Board of Education. Items compared included: Health Insurance, Dental Insurance, Life Insurance, HRA, Wellness Incentives, Tuition Assistance, Fitness Center Membership and Time-off. MSU was the only one to provide HRA money to employees and was one of two who paid for employees to use a Recreation or Wellness Center. MSU was 4th in time-off which included vacation, sick leave, and holiday pay. Our benefits stack up pretty well when compared to others.

VP Patrick said MSU is developing a compensation model for faculty and staff and will have open forums, probably in late February or early March, to explain how we plan to get there, etc. We need to identify resources to fund and be able to stay where we need to be.

Cabinet Report: VP Patrick reported that there is construction of Intramural Soccer Practice Fields on the east end of campus at the old Gilley Apartments site. The fields should be finished in late spring and are being paid for by student recreation fees.

The Cabinet is developing a 6-year capital plan. By statute, we are required to do this every two years. The plan will show prioritization and funding sources. It is due on April 15. MSU will need legislative authorization before any projects can be started.

The General Assembly has introduced a new bill that might provide agency authorization for Mignon Hall renovation. If authorized, this would be funded by Housing Rental Rates.

With the security issues that were brought up at Convocation, all classroom doors are being checked to make sure they lock. There is also discussion about expanded video surveillance equipment and MSU ID card exterior door access to all facilities. The alert system we have now is an outside system, but there might be some sort of expansion so that computer messages are received about alerts of any type. MSU will look at grant opportunities through Homeland Security to help fund these projects.

The Asst. VP of Facilities and Asst. VP of Technology positions have been posted and will close this month.

There are RFPs out in reference to campus network infrastructure, a new computer vendor, an architect/engineer to develop a master plan, and housing needs. It is possible we could go with an external vendor who would bring equity, so we wouldn't have to borrow.

Staff Regent Thacker mentioned that power will be cut to parts of campus during Spring Break.

Old Business: None

New Business:

Motion:	To approve Vernon Ray Perry to fill the vacant position in Service/Maintenance	
	Proposed: Credentials & Elections Committee	Seconded: None needed
Called for Vote:	Passed	

Chair Gay reported that the 'Are We Making Progress' survey data has been completed and sent to the cabinet. He might call a special Staff Congress meeting later in the month for members to review the report.

Announcements:

- Open House, Saturday March 2
- President's Forum for Staff, February 5
- Around 116 students attended Open House on Saturday, February 2. It was very successful despite the weather.
- Next meeting, March 4, 1 p.m., Riggle Room

Motion:	To adjourn	
	Proposed: Rep. Dailey	Seconded: Rep. L. Pace
Called for Vote:	Passed	

Minutes submitted by: Rhonda Crisp, Secretary