

**MOREHEAD STATE UNIVERSITY
STAFF CONGRESS MINUTES
May 6, 2013**

MEMBERS:

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| 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 | Ray Perry |
| Benji Bryant | Paul Hitchcock | Amanda Lewis* | Kerry Murphy | Clarissa Purnell |
| Rhonda Crisp | Joe Hunsucker | Patty Little* | Scott Niles | Barbara Willoughby |
| Jason Dailey | Michelle Hutchinson | Jill McBride* | Matthew Nutter* | Donnie Willoughby |

*Denotes member was absent.

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| Guests: | Phil Gniot, HR Director; Todd Thacker, Staff Regent; and Dr. Doug Chatham, Chair of Faculty Senate |
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Chair Gay called the meeting to order at 1:00 p.m.

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| Motion: | To approve the minutes from the April 1, 2013 meeting | |
| | Proposed: Rep. J. Pace | Seconded: Rep. LaFontaine |
| Correction: | Rep. Hutchinson asked that the job title for Jill Ratliff be changed from VP to AVP. That correction had already been made prior to the minutes being sent out to members. | |
| Called for Vote: | Motion passed. | |

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| Chair's Report | <p>Chair Gay reported that the President's Leadership Council met on April 10. Retention efforts were discussed including the problem with access to student data.</p> <p>The Executive Council met on April 29 and discussed the election and results, staff concerns, supervisor evaluations, and new member orientation on June 3.</p> <p>The Executive Council had a breakfast meeting with President Andrews and VP Beth Patrick on April 30. The majority of the discussion was about the new compensation plan.</p> <p>The cabinet approved the idea of supervisor evaluations. Staff Congress will work with Human Resources to create a form that will be used campus-wide and will streamline the supervisor evaluation process.</p> |
| Vice-Chair's Report | Vice-Chair Harr reported that he spoke with April Nutter and she said they have advertised for a position to work with web information. At this time, there is no one to help Staff Congress with moving our web information to the Portal. |
| Secretary's Report | Secretary Crisp reported the supply balance is \$1457.77. \$88.31 was spent |

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| | this month for gifts for the Professional Development presenters, supplies, and name plates for new members. |
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Committee Reports

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| Benefits & Compensation | <p>Committee Chair J. Pace reported that the committee will meet next week with Phil Gniot about PG-44.</p> <p>Rep. Dennis said there are still concerns about civility in the workplace. A statement was issued through email last week, but it seems to deal more with discrimination instead of civility or harassment.</p> |
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| Credentials & Elections | <p>Committee Chair L. Pace reported that the Staff Congress election was on April 22 and 23 and most of the representatives were elected. There was a problem in the Professional/Non-Faculty category. Shannon Harr was nominated and was on the ballot, but his term does not end until 2014, so he shouldn't have been on the ballot. Without him on the ballot the outcome of the election could have been different.</p> <p>The committee took a recommendation for a new election in that category to the Executive Council and they agreed. The other two candidates on the ballot in the Professional/Non-faculty category agreed to the need for a new election also. The election is taking place today and tomorrow.</p> <p>All results will be posted on the Staff Congress webpage after this election and a full election report will be given next month.</p> <p>Committee Chair L. Pace apologized for the error.</p> |
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| Green Committee | <p>Committee Chair Bryant reported that the committee met in early April. For Earth Day, they decided to put information on the website about their initiatives. They will meet again in the fall.</p> |
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| Staff Issues | <p>Committee Chair Allen reported that the Professional Development workshops in April were a success. The first workshop, Our Iceberg is Melting, had 11 attendees; 27 had registered. The second workshop, Goal Setting 101, had 23 attendees; 36 had registered. Comments on the surveys gave high praise to the presenters again. We will continue our relationship with U.K. and Human Resources for professional development for the upcoming year with three sessions each semester. We gave small thank you gifts to the presenters.</p> <p>Five staff concerns were received this month. Three were forwarded to Todd Thacker. Below are his responses to the questions:</p> <ol style="list-style-type: none"> 1. The first question was about our drinking water safety and the frequency of boil water advisories. Mr. Thacker said that they are required to have a boil water advisory any time they change a valve, have a water line break, etc. A boil water advisory does not mean |
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| | <p>that the water is unsafe. It is only a precaution. Boil water advisories are mandated by the state. Advisories are lifted when the state gets a good sample, usually the next day. The Facilities department tests every day and our water samples are better than bottled drinking water. We have higher than wanted chemical levels at certain times because it is very difficult to meet every chemical level required. If we are over at all, it must be reported, but campus water is definitely safe to drink.</p> <ol style="list-style-type: none"> 2. The second question was about electrical outages and preventive measures. Mr. Thacker said they scan every panel every year to locate hot spots. They do everything they can to make sure the systems are reliable and won't shut down. The Ginger Hall switch that failed was a 1967 switch. They got the system back up on Monday, after it failed on Saturday, but it is so old the administration is going to replace it. This was the first failure we have had since 1990. The Combs switch that failed is sealed in oil and could not be seen. As remodeling is done, the switches are being replaced in the buildings. 3. The third question was about new mulch being put in front of the President's home and ADUC and the cost of the mulch and the color change. Mr. Thacker said they just chose a new color for the mulch this year, no particular reason. That color has also been put down at the CHER building, the old courthouse, and other locations. It is spring and the time of year for mulch to be replaced and as it is replaced, the new color will be used. There is no additional cost for the different colored mulch and the President did not ask for the change. <p>There were two other Staff Issues. One was about low morale on campus and what Staff Congress can do to change it. President Andrews and VP Patrick have been working on the new compensation plan that will help address this issue.</p> <p>The last question was a specific concern one individual had personally. Mr. Gniot is researching the issue and will get back to the person who asked the question.</p> |
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Regent's Report: Staff Regent Thacker reported that the Board of Regents had a work session on Thursday. AVP Jill Ratliff went over the ASPIRE plan and VP Patrick discussed the Technology Master Plan and the Campus Master Plan. Element, an architectural firm from Lexington, will have an 18 month contract and will be on campus for that amount of time. Joe Hunsucker presented audit results.

VP Patrick presented the compensation model to the Board. It will be a three-year plan and was outlined as follows:

Year one:

- Faculty and non-exempt staff will be brought to minimum plus 50% of market value

- Exempt staff will receive a \$1000 one-time bonus
- Top 20% of faculty and staff performers will receive a \$2000 one-time bonus (The top 20% one-time bonus will cost the university \$650,000, with an August 1st dispersal date.)

Year two:

- Faculty and non-exempt staff will get the other 50% to bring them to market
- Exempt staff will be brought to minimum plus 50% of market value

Year three:

- Exempt staff will get the other 50% to bring them to market

There is some question about how the top 20% of performers will be chosen for staff. Mr. Gniot said it had been mentioned that the last five years of evaluations could be reviewed. Each division would choose their top 20%. For academic departments, the Dean and Chairs would determine the top 20%. This is problematic and subjective, but that money would be lost to staff this year if a 20% were not chosen. This top 20% bonus might be used to combat salary compression issues for long-term, high performing employees who otherwise would not receive a raise this year. We need to be very careful and give solid suggestions because we don't want to lose money that staff could be receiving. There were many concerns and much discussion. The idea of giving a one-time bonus to the top 20% of performers came up only two to three weeks ago and there are no clear ideas on the best way to determine the top 20%. Chair Gay will send out information for members to send to constituents asking for feedback on this issue. Mr. Gniot will be glad to meet with the Benefits and Compensation committee about it, if needed.

Mr. Gniot was asked if Career Ladder upgrades would go through this year and he said they would.

The next BOR meeting will be June 6.

Human Resources Report: Phil Gniot reported that the exempt staff will receive their \$1000 one-time bonus on August 1. It will be subject to taxes and retirement, which means the university will also contribute to retirement for this pay-out.

Cabinet Report: No report.

Old Business: None

New Business: None

Announcements:

- Deadline for Eagle Planner Dates, May 6
- Graduation May 11, 10 a.m. & 2 p.m.
- Staff Congress New Member Orientation, June 3, 10:30 a.m., Commonwealth Room
- Staff Congress Luncheon, June 3, 11:30 a.m., Commonwealth Room
- Next Staff Congress meeting, June 3, 1 p.m., Riggle Room

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

Minutes submitted by: Rhonda Crisp, Secretary