

Staff Congress.....At a Glance



May 6, 2013

Chair Report: Aaron Gay

- ◆ Chair Gay reported the President's Leadership Council met on April 10th and discussed retention efforts at Morehead State University. As a result of the retention information presented in the meeting, discussion occurred regarding advising and employee's access to student data. The limited access some employees have in regards to student data limits their ability to provide services to the students. The limited access employees have to student data in connection with FERPA was a concern.
- ◆ The Executive Council met on April 29th to discuss election results, staff concerns, supervisor evaluations, and new member orientation on June 3rd.
- ◆ Executive Council had breakfast with the President on April 30th. The Employee Compensation Model was discussed, but differed somewhat as compared to the model that was presented to the campus during the forums, especially as it pertained to the inclusion of meritorious pay.
- ◆ The Cabinet has approved supervisor evaluations. Staff Congress will work with Human Resources to develop one form that will be used campus-wide in the evaluation process.

Vice-Chair Report: Shannon Harr

- ◆ Vice Chair Harr reported he had spoken with April Nutter and they are advertising the position in her department that will be responsible for website support. Currently, there is no progress on moving the Staff Congress website

OLD BUSINESS

NONE

NEW BUSINESS

NONE

Upcoming Events

Staff Congress New Member Orientation



Staff Congress LUNCHEON



**Staff Congress Meeting (1:00 p.m.)
Riggie Room**

**June 3rd at 10:00 a.m.
Commonwealth Room**



**June 3rd 11:30 a.m.
Commonwealth Room**



June 3rd

Items of Interest

To submit a confidential, anonymous staff concern, click :

STAFF CONCERNS FORM

To sign up for a Professional Development Opportunity, Click: REGISTRATION

COMMITTEE REPORTS

Benefits & Compensation Committee: Committee Chair Joel Pace

>Committee Chair Joel Pace indicated the Benefits and Compensation Committee will be meeting next week to work on PG-44 with Phil Gniot. Craig Dennis stated the Benefits and Compensation committee was still not happy with the Civility in the Workplace policy at Morehead State University. The mass email everyone received last week only referred to civility towards employees and does not mention harassment or bullying in the language.

Credentials & Elections Committee: Committee Chair Lora Pace

*Chair Lora Pace indicated the Staff Congress election was held on April 22nd and April 23rd; however, after the election results were tallied, it was discovered there was a candidate on the ballot in the Professional/NonFaculty category whose term does not expire until 2014. Due to this error, the committee has taken the recommendation to the Executive Council and the Professional/NonFaculty ballot will be run on May 6th and May 7th for that election only. Both candidates remaining on the ballot are fine with running the election

again. Once the results from this category are reported on Wednesday, May 8th, all election results will be posted on the Staff Congress webpage on Wednesday.

Green Committee: Committee Chair Benji Bryant

<Chair Benji Bryant reported the Green Committee met in early April and put information on the webpage regarding Earth Day and MSU's green initiatives. The next meeting of this committee will be held in fall 2013.

Committee Reports, continued next page



Staff Congress

In order to create a stronger bond within the staff, to promote cooperation among the administration, faculty, students, and staff at Morehead State University, we, the staff of this university, do establish a representative body to be known as the Staff Congress.

We're on the web!
Staff Congress

Morehead State University Sustainability & Green Initiatives *

Morehead State University's Energy Manager, Mr. Bob Cooper, provided Staff Congress with information regarding MSU's Sustainability & Green Initiatives. Mr. Cooper is a Certified Energy Manager, one of the few people in the state to have this certification.

Mr. Cooper confirmed MSU's commitment to reduce emissions, save money, and be energy conscious as an institution. Examples of MSU's commitment to sustainability and 'going green' include:

- Purchase of 10 electric vehicles
- New construction must meet LEED (Leadership, Energy & Environmental Design) standards or certification
- Installation of an Energy Management System which includes light sensors in buildings, motors and pumps, energy competitions in residence halls, conversion from steam heat to gas, green-sealed certified custodial chemicals, and recycling items such as paper, cardboard, bound books, toner & printer cartridges, and fluorescent light bulbs.

MSU is preparing to hire a firm that will be tasked with recycling old computers which will reduce landfill waste.

**This information original presented in April 2013 meeting.*



COMMITTEE REPORTS, CONTINUED

Staff Issues Committee: Committee Chair Kenna Allen

*Committee Chair Kenna Allen discussed the last professional development sessions offered on April 30th. There were 27 employees registered to attend

the "Our Iceberg is Melting" session with 11 attendees; the "Goal Setting 101" session had 36 registered employees with 23 attendees participating. The responses from those employees attending both sessions were positive. Staff Congress plans to continue the relationship established with Human Resources and the Professional Development team at the University of Kentucky to continue to provide quality professional development to employees. Currently, there are three professional development sessions planned for fall 2013 and three sessions planned for spring 2014.

*There were a total of five staff concerns submitted on the anonymous Staff Concern form and three were referred to Todd Thacker. Todd responded to the concerns by issuing the following statements:

-The first concern regarded the safety of the drinking water at MSU because of the boil water advisory notifications. Mr. Thacker assured everyone the water is safe to drink and the boil water advisory are issued as precautionary measures when a line is open for maintenance, etc. The water is tested several times a day. The boil water advisory is only lifted when the state receives an acceptable sample, usually the day after the notification has been issued.

-The second concern regarded the electrical outages that have been occurring across campus. The Facilities Management team performs preventative maintenance on a regular basis in order to keep disruptions to the campus infrastructure to a minimum; however, the electrical component that most recently failed outside Combs is manufactured in such a way that preventative maintenance cannot be performed. This is the first failure since 1990 of this type. The Ginger Hall failure was due to usage since the switch was original to the structure (circa 1967). Most of the building on campus had electrical components replaced during construction over the years.

-There was also a concern regarding the mulch in front of ADUC. The concern was the color of the mulch had been changed at President Andrews' request at an additional cost to the university. The mulch is being replaced campus-wide and the dark color mulch is being used campus-wide at no additional expense.

*Chair Allen indicated there was an additional concern regarding low morale on campus and Staff Congress is working with Human Resources and other campus entities by taking Staff Concerns forward to the appropriate personnel in order to resolve issues.

*The final concern submitted was an individual constituent concern that has been forwarded to Phil Gniot and he will respond with an answer to the person who submitted the concern.

Staff Regent Report: Todd Thacker

<Staff Regent Thacker reported the Board of Regents met on Thursday, May 2nd. Jill Ratliff, AVP, IRSA, presented the ASPIRE plan to the BOR. Beth Patrick, VP, Administration & Fiscal Services went over the Master Technology Plan and the Campus Master Plan at the meeting. A firm headquartered in Lexington, Kentucky, has been contracted to look at the Campus Master Plan over the next eighteen months. Anyone wishing to submit input on the Technology or Campus Master Plan should forward their information to Staff Regent Thacker. Joe Hunsucker presented the audit findings to the BOR and VP Patrick also outlined the Employee Compensation Plan.

<The Employee Compensation Plan has an added element the first year of nonrecurring merit pay to the top twenty percent of employees in the amount of \$2,000. All divisions will submit their top twenty percent of employees and VP Patrick will award merit pay based on submitted criteria.

Human Resources Report: Mr. Phil Gniot, Human Resources Director

*Mr. Gniot commented during Staff Regent Thacker's report during the Employee Compensation Plan discussion.

Cabinet Report: Ms. Beth Patrick

>VP Patrick was not present at this meeting.

"ARE WE MAKING PROGRESS?"*

UPDATE

**This information was originally presented in the April 2013 meeting*

AVP Jill Ratliff presented data from the "Are We Making Progress?" report to Staff Congress Representatives. This is the fourth administration of the survey which began in 2006. The survey is administered every two years. The survey assesses seven categories for performance excellence. Invitations to complete the survey were sent to 1,389 faculty and staff of which 427 responded; of the 427 respondents, 161 were faculty and 266 were staff. Of the 41 statements, seven showed improvement and 14 showed a significant statistical decline. MSU's goal was a mean score of 4.

Respondents were allowed to make open-ended comments and the top three comment categories were: communication and other process problems (231 comments); work environment (100 comments); and lack of faculty/staff input being sought (100 comments). Other comment were made about a variety of topics.

This information has been presented to the Cabinet and the VPs were asked to open conversations in their units to give more feedback. The president is looking for the top three issues to address for the year. Academic Affairs will be submitting topics to the Executive Assistant to the President, Dr. John Ernst. To access the entire "Are We Making Progress?" report, individuals may login to the MY MOREHEADSTATE portal and select "Current Issues" and click on "Are We Making Progress?" 2012 Report.