

**MOREHEAD STATE UNIVERSITY
STAFF CONGRESS MINUTES
April 7, 2014**

MEMBERS:

Kenna Allen*	Shannon Harr	Margaret LaFontaine	Brooke Mills*	Clarissa Purnell
Sheila Barber	Paul Hitchcock	Amanda Lewis*	Amy Moore	Gabria Sexton
Benji Bryant	Joe Hunsucker	Patty Little	Kerry Murphy	Ernie Tackett
Rhonda Crisp	Michelle Hutchinson	Paige McDaniel	Scott Niles	Barbara Willoughby
Jason Dailey*	Travis Jolley	Rebecca McGinnis	Lora Pace	Donnie Willoughby
Craig Dennis	Yvette Kell	Tina McWain*	Ray Perry	

*Denotes member was absent.

Guests:	Phil Gniot, HR Director; Todd Thacker, Staff Regent; Beth Patrick, Chief Financial Officer/VP; & Eddie Frazier, Director of Risk and Compliance
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Chair Harr called the meeting to order at 1:00 p.m.

Motion:	To approve the minutes from the March 10, 2014 meeting	
	Proposed: Rep. Pace	Seconded: Rep. Hutchinson
Called for Vote:	Motion passed.	

Eddie Frazier, Director of Risk and Compliance, did a short presentation about services provided by the Department of Environmental Health & Safety. Services include: radiation safety, waste disposal, occupational health & safety, water sampling, fire safety inspections, international travel insurance, student trip insurance, business continuity plans, weather and emergency services, professional liability insurance, general liability insurance, workers compensation and malpractice insurance for student clinical/practicum, etc. Their webpage has an Emergency Resources tab that provides scenarios about what to do if something bad happens in a classroom.

MSU is a designated storm ready campus. We get the word out about weather or emergency situations through e2campus, text messaging, social media such as: web, Twitter, Facebook, display televisions in ADUC and Howell-McDowell, and audible alert systems at Ginger, Lappin, and Jayne Stadium. We also have people trained to be weather or storm spotters.

After the presentation, Mr. Frazier answered questions.

Human Resources Report: Phil Gniot reported that KRS, VALIC, and TIAA CREF, will be conducting retirement and/or financial planning workshops. KRS and VALIC have on-campus sessions scheduled. TIAA CREF will be doing web-based seminars. Individual sessions with VALIC and KRS are full, but employees are welcome to be put on a waiting list for the KRS session. HR will try to schedule more VALIC sessions. KTRS has been contacted also to see if they could come to campus, but they have not responded.

Cabinet Report: VP Patrick reported that they are still working on the budget. They are out of balance by about \$3 million, but that is not uncommon for this time of year. Included in that amount is salaries, health benefits, rising fixed costs, strategic investments, etc.

The state should have a budget by the 15th. If the governor approves the budget as it is written now, then MSU would have a 1.5% cut of their general fund appropriations instead of the originally proposed 2.5%. A 1.5% cut would amount to approximately \$625,000 for MSU. The state has increased the KRS match for MSU by \$1.3 million, but we would be reimbursed \$648,000 if the new state budget is passed. The state budget would also include funding for the renovation and expansion of ADUC which is a \$49 million project that would start in the spring of 2015 with Phase A design. We would be awarded the authority to sell bonds (borrow money) for a 600 bed on-campus residence hall and a 50-bed residence hall at the university farm. We would not be awarded funding for the parking structure/dining hall, so MSU is looking for other ways to pay for it. Aramark has offered a significant amount of money towards the project. MSU raised parking fees a few years ago and has been putting the money in reserve. They have about \$1.5 million that can go towards the parking structure/dining hall.

The new state budget would include money for a new dual-credit academy for high-performing students. This would be a residential high school for juniors and seniors. They would receive high school and college credit simultaneously and would focus on math and science. Graduates would end up with two years of college credit. The academy would begin in the fall of 2015 with 60 juniors. The next year they would take 60 more juniors and the previous students would be seniors for a total of 120 students per year. There will be a press conference to announce this on Thursday, April 10 at 1:30pm at the Space Science Center. Rep. Adkins, Senator Stivers, and a private donor, who is offering 15 years of significant funding to help with the project, will be in attendance.

There could be a 4-5% increase in tuition. Originally, the CPE was going to set tuition caps for both years of the biennium, but has decided to only do it year by year for now. The president is committed to the 2nd phase of the compensation plan. We are looking at ways to reduce personnel expenditures, but no decisions have been made yet. 60% of our budget goes to personnel. Ideas include: voluntary employee buyouts, phased retirement options, reorganization or shared service opportunities, and benefits cost share. Ideas go to the leadership council on April 16. The president will hold open forums the last week of April to share information with employees.

Bucks for Brains was not funded this year. In reference to the Provost search, three candidates have been invited to campus. There will be opportunities for staff and faculty to meet the candidates during open forums in morning and afternoon sessions.

Waterfield Hall will be razed this summer. When the Brass Eagle is razed, the lot will be used short-term for parking. Eventually, the Welcome Center will be constructed at that location.

Chair's Report	Chair Harr reported that we are down around 70 students on SOAR registrations. Individual visits for prospective students are up significantly. Housing applications have increased by eight.
Vice-Chair's Report	Vice-Chair Dennis reported that he is working on the website with Darrell Smith. They are making a space for the Newsletter and the staff concerns tab and a place for a response. He is also moving agendas and minutes from the old site.
Secretary's Report	Secretary Crisp reported the supply balance is \$1974.56. We spent \$29.63 in March for refreshments.

Committee Reports

Benefits & Compensation	No report.
Credentials & Elections	Committee Chair Pace reported that a mass email about the election went out today. We should have no problems filling positions, except for the Service Maintenance category. The election will be online through a new program provided by Institutional Research. It has been tested by the committee and seems to be working correctly.
Staff Issues	<p>Committee Chair Allen could not attend, so Chair Harr gave her report.</p> <p>There was only one staff concern this month, in reference to individuals putting flyers on car windshields in the parking lot behind Howell-McDowell. There is no policy prohibiting this, but it would be hard to enforce if there was a policy. Rep. Pace mentioned that Madonna Weather's office handled this in the past. Rep. Allen will check on this.</p> <p>Please announce the PD sessions to co-workers and encourage them to attend. We need to get people involved. Due to low attendance of the sessions along with budget constraints, we might have to re-evaluate the number of sessions offered next year.</p>
Sustainability Committee	Rep. Bryant reported that the committee will meet next Thursday. Recycling bins have been placed around campus. Over 200 toner cartridges were recycled during RecycleMania.

Regent's Report: Staff Regent Thacker reported the Board met on March 13. They approved the Masters of Science in Space Systems Engineering. They also voted to dispose of real property by razing the Garred House, Normal Hall, Brass Eagle Apartments, Derrickson Agricultural Complex duplexes and farm house and possibly the old Allie Young Law office. The next work session will be May 8 and the next meeting will be June 5.

Old Business: None

New Business: None

Announcements:

- Professional Development Opportunities:
 - Communicating with Success – April 8, 2014, 8:30am-12:00pm – Riggle Room, ADUC
 - Motivating for Top Performance and Turning Around your Worst Performers – April 8, 2014, 1:00-4:30pm – Riggle Room, ADUC
 - Dealing with Difficult Customers – April 28, 2014, 8:30am-12:00pm – Riggle Room, ADUC
 - Moving Forward After Change – April 28, 2014, 1:00-4:30pm – Riggle Room, ADUC
- SOAR – April 17 & 18
- Next Staff Congress Meeting – May 5, 2014, 1 pm, Riggle Room

- Red Flag Reporting Ethics Hotline is live as of April 1. Supervisors will give cards to each employee that explains the reporting procedure. Reports can be anonymous if desired.

Motion:	To adjourn	
	Proposed: Rep. Jolley	Seconded: Rep. Bryant
Called for Vote:	Passed	

Minutes submitted by: Rhonda Crisp, Secretary