

**MOREHEAD STATE UNIVERSITY
STAFF CONGRESS MINUTES
September 10, 2001**

MEMBERS:

| | | | | | |
|-------------------|----------------|---------------|----------------|-------------------|------------------|
| Sharon Beller | Joy Cecil | David Jessie | Carole Morella | Dallas Sammons | *Jonell Tobin |
| Larry Besant | Rhonda Crisp | Linda Kegley | Lonnie Morris | *Tim Smith | Madonna Weathers |
| Thelma Bumgardner | *Lana Fraley | Rhonda Mackin | Lora Pace | Stephanie Stewart | *Rick Williams |
| Vincent Butler | Patty Eldridge | Zach McClurg | Darlene Ramey | Willis Taylor | |
| Gene Caudill | Michael Hopper | Pam Moore | Belva Sammons | Todd Thacker | |

***Denotes member was absent**

Guests: Suzette Redwine, University Center Programming & Special Events Coordinator
Roger Barker, Director of Human Resources

Chair Weathers called the meeting to order at 1:08 p.m. A quorum was present. The regular order of business was suspended in order for Mrs. Redwine to talk with the congress regarding on-line student elections. Mrs. Redwine was very pleased with the on-line Student Government elections that were held in April of 2001. The Office of Information Technology worked with student government in setting up the on-line election process. The upcoming Congress election will be a real test of how well the system will work. This election will be similar to what the Staff Congress would experience. The system will have students voting by categories such as class, major, on/off-campus, etc. The students will be allowed to vote from the hours of 6 am to 10 pm. Students can vote anywhere they have computer/web access. Once a vote has been cast, the student cannot go back and change the vote. For the spring election SGA saved \$776 by the elimination of setting up a voter machine, hiring a person work the machine, and ballot printing. SGA had set aside \$1200 for the election. The actual cost of the on-line election was \$50.

After the presentation by Mrs. Redwine, congress returned to the agenda to conduct business.

MOTION: To approve the August meeting minutes with the following corrections:

Proposed: Rep. Thacker Seconded: Rep. Kegley
Called for vote: Passed

CHAIR'S REPORT – Chair Weathers reported the resignation of Rep. Lenore Dixon effective 8/30/01. Rep. Dixon had been appointed to the PG-6 ad hoc committee with Representatives B. Sammons, Morris, and Thacker. Chair Weathers had contacted Rep. D. Sammons and she agreed to replace Rep. Dixon on the committee. Rep. Thacker had requested the make-up of the Employees Benefits Committee be reviewed since there were no representatives from two of the largest employee groups (Skilled Crafts & Service Maintenance) on the committee. Clyde James, President of the University Retirees Association had contacted Chair Weathers inquiring if there were areas within the university where retirees could volunteer their assistance.

VICE-CHAIR'S REPORT - No report.

SECRETARY'S REPORT – Sec. D. Sammons requested all Representatives to view the membership and committee membership pages of the Staff Congress web page to verify accuracy. Rep. McClurg was not listed on the Policies and Benefits committee.

Committee Reports

Credentials and Elections Committee – Committee Chair Hopper reported the committee had met and is recommending Jeannine Stephens to fill the Technical/Paraprofessional Category vacancy and Jackie McCleese to replace Rep. Lenore Dixon in the Secretarial/Clerical Category. Both appointees' terms are for the remainder of the year. The committee is working to implement a web based Staff Congress election for May 2002. The committee is working on web access problems for those employees who currently do not have web access. The committee will be looking into different options for on-line voting and computer/web access.

Standing Appointments Sub-Committee – Committee Vice-Chair Stewart reported the committee had met and is recommending Larry Besant to serve on the University Employees Benefits Committee. The committee is still trying to find a person in the Technical/Paraprofessional Category to serve on the committee.

Fiscal Affairs Committee – No report.

Personnel Policies and Benefits Committee – Committee Chair Thacker reported on the University Employees Benefits committee meeting regarding insurance benefits for 2002. The proposed plan options for 2002 can be viewed on the Staff Congress Web site. HR Director Roger Barker explained how the insurance plan is designed. The Aggregate Stop Lose Insurance provider is released for bid every year. There is a possibility of the university having to raise \$1 million more in premiums for 2002 than was raised in 2001 to cover claims. Human Resources is recommending the university contribute whichever is greater - \$250 per month or the amount of PPO Base policy. The university is required to keep a certain amount of money in reserve to cover insurance costs. Changes in coverage for the 2002 year are aimed at encouraging preventive health care.

Regent's Report – None

OLD BUSINESS

MOTION: Recommendation of Jeannine Stephens to fill the Technical/Paraprofessional Category vacancy on the Staff Congress and Jackie McCleese to replace Lenore Dixon in the Secretarial/Clerical category.

Proposed: CCE Committee Seconded: Rep. Moore

Called for vote: Passed

MOTION: Recommendation of Larry Besant to serve on the University Employees Benefits standing committee.

Proposed: SA Sub-Committee Seconded: Rep. Hopper

Called for vote: Passed

NEW BUSINESS

MOTION: Staff Congress recommends to Human Resources that a one representative from Skilled Crafts and one representative from Service Maintenance be appointed to the University Employees Benefits standing committee.

Proposed: Rep. Thacker Seconded: Rep. Hopper

Called for vote: Passed

Due to the composition of the University Employees Benefits Committee consisting of two staff members from the secretarial/clerical, technical/paraprofessional, skilled crafts, and/or service maintenance categories, and two staff members from the executive and/or professional/non-faculty categories selected by the Staff Congress, the Chair of the Staff congress Personnel Policies and Benefits Committee, which limits Staff Congresses representation on the committee to five persons, Rep. Thacker rescinded his motion.

MOTION: Staff Congress recommends to Human Resources that the composition of the University Employees Benefits Committee be changed so that all EEO categories are represented by appointment from the Staff Congress in addition to the PPB Committee chair remaining on the committee.

Proposed: Rep. Thacker Seconded: Rep. Hopper

Called for vote: Passed

The October meeting date was clarified to be Monday, Oct. 1, 2001.

ANNOUNCEMENTS:

- Flu shots will be available after Nov. 1.

MOTION: Adjournment

Proposed: Rep. Jessie Seconded: Rep. B.Sammons

Called For Vote: Passed. Meeting adjourned at 2:45 p.m.
Minutes by: Dallas F. Sammons, Secretary

STAFF CONGRESS AGENDA
Monday October 1, 2001
Riggle Room - 1 p.m.

- I Call to Order
- II Welcome/Guest
- III Approval of the Minutes
- IV Chair's Report
- V Vice Chair's Report
- VI Secretary's Report
- VII Committee Reports
 - Credentials and Elections
 - Standing Appointments Sub-Committee
 - Fiscal Affairs
 - Personnel Policies and Benefits
 - University Employees Benefits Committee
- VIII Old Business
- IX New Business
- X Discussion
- XI Announcements
 - Meeting dates 2001-2002 - All meetings are Mondays at 1:00 pm in the Riggle Room.
 - November 5, 2001
 - December 3, 2001
 - January 7, 2002
 - February 4, 2002
 - March 4, 2002
 - April 1, 2002
 - May 6, 2002
 - June 3, 2002
 - July 1, 2002