



STAFF CONGRESS

UPO Box 588
MOREHEAD, KENTUCKY 40351-1689

DATE: May 8, 1992
TO: Porter Dailey
FROM: Teresia M. Parker, Chair
Staff Congress 
RE: Review of Personnel Policy Amendments

In response to your memo of May 1, 1992, the following are recommendations from Staff Congress regarding the draft policy amendments that are proposed to be recommended to the Board of Regents on May 22.

PG-28: In the cover sheet -- Background: In the third paragraph, add only to the last sentence to read:

This amendment will apply only to new and renewed fixed term appointments made on or after the effective date of this amendment.

In the policy under CONTINUANCE OF UNIVERSITY BENEFITS (page 1 of 2): First paragraph -- delete the word "family" in the last sentence and add an "s" to coverage making it coverages.

Insert after the second shadowed paragraph (ending top of page 2 of 2):

EXCEPTION: Fixed term employees paid from restricted funds when evidence is provided by the Project Director that external funding for fringe benefits is available for uncontracted months.

PG-48: Staff Congress recommends eliminating the wording from PG-48, and other related policies, which prohibits an employee to accumulate vacation days during a probationary period.

Staff Congress recommends wording the policy to allow accumulation of vacation days during any probationary period, but the employee only be entitled to receive them after successful completion of the probationary period. Should the probationary period not be successfully completed, the employee would not be entitled to any reimbursement of those days.

Page 2 of 3: in the fifth line from the top of the page -- change probation to probationary.

PSE-6: In the cover sheet: Delete for which they are qualified in the second paragraph.

In the policy under PURPOSE: eliminate the word departmental in the last sentence. Reason: not all units on campus are departments.

RECALL FROM LAYOFF -- Third paragraph (page 2 of 2): Recommend ten working days rather than five working days for an employee to return to work after recall.

PSNE-2: In the cover sheet -- third paragraph under Background: Delete the sentence -- "This change also relates to Personnel Policy PG-48, wherein it is recommended that probationary employees not earn vacation leave until they complete a probationary period."

Staff Congress has no objection to increasing the probationary period for non-exempt employees from 3 months to 6 months but do not agree with eliminating the accumulation of vacation time during the probationary period. Also, the elimination of accruing vacation time is only defined as during the probationary period and does not describe whether this applies to new hires only or also to any employee making an internal transfer requiring a probationary period.

In the policy under PROMOTION/TRANSFER (Page 1 of 3): After the first sentence, insert:

During the probationary period, the employee will accrue vacation time and sick leave.

PSNE-7: In the Cover Sheet -- second paragraph of Background: Delete "for which they are qualified," in the first sentence.

In the policy under PURPOSE: eliminate the word departmental in the last sentence.

RECALL FROM LAYOFF -- first paragraph (Page 2 of 3): delete the wording "for which they are qualified."

RECALL FROM LAYOFF -- Third paragraph (page 2 of 3): Recommend ten working days rather than five working days for an employee to return to work after recall.

if you have any questions about these recommendations or wish further clarification for a recommendation, please contact me at 2010.

pc: Staff Congress Representatives
MSU Staff Members
Faculty Senate

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Professional/Non-Faculty
 Professional/Non-Faculty
 Executive/Managerial
 Skilled Crafts

Secretarial/Clerical
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 Secretarial/Clerical
 Secretarial/Clerical



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STAFF CONGRESS

TO: MSU Staff

FROM: Dan Connell, Chair
 Staff Congress

DATE: September 30, 1992

RE: Health Insurance

The following information is intended to further clarify the proposals received from Blue Cross Blue Shield for health insurance beginning January 1993.

The memorandum of September 28, referred to Proposal I which was the earlier proposal from Blue Cross Blue Shield. This proposal left the benefits unchanged, but raised the cost of both plans. In an effort to control the costs to the University and the employees, Blue Cross Blue Shield made a second proposal. This second proposal is the proposal that is currently being considered.

PROPOSAL UNDER CONSIDERATION (employee will choose one of three options)	
OPTION A	
Benefits	Monthly Rates
\$1500/3000 deductible	Single = NA
100% covered services after deductible with lifetime maximum of \$1,000,000.	Family = \$228 Employee contribution/family = \$116 University contribution = \$112
OPTION B (same as current Base Plan)	
Benefits*	Monthly Rates*
\$200/400 deductible	Single = \$112
\$1000/2000 out-of-pocket maximum	Family = \$272
80/20% co-insurance	Employee contribution/single = 0
\$1,000,000 lifetime maximum	Employee contribution/family = \$160 University contribution = \$112
*The addition of annual physicals would increase single rate by \$1.00 per month and the family rate by \$3.00 per month.	
OPTION C (modification of current Premium Plan)	
Benefits	Monthly Rates
\$100/200 deductible	Single = \$144
\$400/800 out-of-pocket maximum	Family = \$352
Annual physical	Employee contribution/single = \$32
Other benefits remain the same	Employee contribution/family = \$240 University contribution = \$112