



**MOREHEAD STATE UNIVERSITY  
STAFF CONGRESS MINUTES  
August 7, 2017**



**MEMBERS:**

Sheila Barber	Andrea Fryman	Margaret LaFontaine*	Holly Niehoff	Laura Rucker
Benji Bryant	John Haky*	Sabra Lowe	Scott Niles*	Shana Savard Hogge
Mica Collins	Annette Hines	Susan Maxey	Lora Pace	Gwen Sloas*
Louise Cooper	Amanda Holbrook	Jill McBride	Clarissa Purnell	Sherry Surmont
Craig Dennis	Joe Hunsucker	Paige McDaniel	Shayla Ring	Jessica Thompson
Richard Fletcher	Jarred Hunt*	Kerry Murphy	Alan Rucker*	Barb Willoughby

\*Denotes member was absent.

<b>Guests:</b>	Dr. Jay Morgan, MSU President; Dr. Shannon Harr, Staff Regent; Beth Patrick, CFO and VP for Fiscal Services; Harold Nally, Director of Human Resources
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Vice-Chair Purnell called the meeting to order at 1:00 p.m.

<b>Motion:</b>	To approve the minutes from the July 2017 meeting with the following corrections: Add Harold’s response to a staff concern (it was in the newsletter, just not the minutes) and add Sherry Surmont as being in attendance.	
	<b>Proposed:</b> Rep. McBride	<b>Seconded:</b> Rep. Cooper
<b>Called for Vote:</b>	Motion passed.	

<b>Dr. Jay Morgan, MSU President</b>	<p>President Morgan began his address by thanking the MSU Eagle community for the warm welcome he and his family received.</p> <p>He explained that the current Strategic Plan is sunseting, and that he would like to immediately begin forming sub-committees and task force groups to work on a new Plan. Dr. Morgan stated that many of the things MSU needs to do have already been planned for us through items such as the new Diversity Plan that was developed earlier this year. However, meeting goals as outlined in the Diversity Plan is not only good for campus, it is required by the Council on Postsecondary Education for Performance Funding which went into effect a little over a month ago.</p> <p>Dr. Morgan stressed that MSU will no longer receive a base funding amount from the state, but rather our appropriations will be determined based on meeting performance goals. He has pledged to work cooperatively with all campus constituents, and he welcomes the opportunity to attend future Staff</p>
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	<p>Congress meetings to address concerns and hopefully quiet the campus rumor mill as we continue to move our institution forward.</p>
<b>Chair's Report</b>	<p>Chair Niles was unable to attend the August meeting, but Staff Regent Harr gave the following report in his absence:</p> <p>Campus constituents met with Dr. Morgan on August 7, and staff constituents were the only group ready to present the requested list of employees for committee/task force memberships. Dr. Morgan would like to see a campus wide survey go out toward the end of August. This survey would have a common set of questions for all constituents (students, faculty, and staff) along with 10-12 questions specifically targeted to each group.</p> <p>Committees will meet every other Friday, beginning in September with work scheduled to be complete right before Thanksgiving break. Each committee will be given approximately two (2) pages in the new Strategic Plan to share their findings and suggested strategies, that Dr. Morgan would like to be 10-12 pages in length.</p>
<b>Vice-Chair's Report</b>	<p>Vice-Chair Purnell indicated that all items on the legacy portal are as up-to-date as possible, and changes will be submitted to COMA for the forward facing site. The following Staff Salutes were submitted for the month:</p> <p><b><i>First Salute: Dr. J Morgan</i></b>  I would like to officially welcome our new president Dr. Jay Morgan by honoring him with a Staff Salute. In his short time at MSU, Dr. Morgan has already reached out to staff and is making us a part of the decision-making process. I believe MSU staff are energized and excited about the opportunity to play a significant role in the future shaping of our University!</p> <p><b><i>Second Salute: Staff of Procurement Services</i></b>  Reason for Nomination: I would like to nominate the staff in Procurement Services for successfully closing another fiscal year. It takes a great deal of effort and hard work on their part to ensure commodities and services are ordered, received and paid for in the proper year. This is no small task and once again, they stepped up and made it happen.</p>
<b>Secretary's Report</b>	<p>Secretary Thompson reported an opening supply balance of \$2,941.00. We will take the 2017-18 group photo immediately before our September meeting.</p>

### Committee Reports

<b>Benefits &amp; Compensation</b>	<p>Committee Chair Dennis asked HR Director Nally about the status of UAR 324.03, to which Director Nally indicated there was no substantial progress</p>
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	<p>to mention, and PG-50 has been approved with the changes that were previously brought forth for review by the subcommittee.</p> <p>Committee Chair Dennis asked where we were at regarding 2018 insurance. Director Nally said that HR is currently working on rate modeling with Sibson, and he should be able to provide a better idea of rates at the September meeting. Director Nally also noted that claims were not as low as we would like, which will be a big factor behind employees being hit with some sort of premium increase for next year. Benefit Open Enrollment will open late October into early November.</p>
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<b>Credentials &amp; Elections</b>	Committee Chair Pace had no report.
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<b>Sustainability Committee</b>	<p>Representative Niehoff provided the following updates:</p> <ul style="list-style-type: none"> <li>• Recycling bins have been ordered but delivery to campus has been delayed until the week of August 21<sup>st</sup>. Bins will be placed throughout campus shortly thereafter.</li> <li>• Bicycle lanes have been installed on the roadway. Everyone is encouraged to use these lanes rather than ride on the sidewalk.</li> </ul>
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<b>Staff Concerns</b>	<p>Committee Chair McBride presented the following Staff Issues that were received since the July 2017 meeting cutoff date:</p> <p><b>** CONCERN (submitted 07/14/2017)**</b></p> <p>I would like to suggest Human Resources communicates to staff when there is an issue with essential programs such as Flex Made Easy. I think it is reasonable to expect to receive a communication notifying staff of that issue, when it is expected to be resolved and instructions of what staff should do until that resolution happens for copays or prescriptions. There seems to be a regularity of emails that are sent concerning live well work well events which are optional not essential.</p> <p><b>RESPONSE (from HR Director Harold Nally at the August Staff Congress meeting)</b></p> <p>I want employees to understand that we have handled these on a case by case basis, but the office is more than happy to communicate future issues. Flex Made Easy knows very well that we are not happy. As far as their service, this has happened twice (once in January and again in July) and we are going out for a bid in this area for a provider for next year.</p>
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	<p><b>** CONCERN (submitted 07/24/2017)**</b></p> <p>Is there any way that we could get more than 2 handicapped parking spots behind Ginger Hall? There are currently two spots now, but also TWO reserved maintenance spots as well. Is there any way that those two spots could be converted to handicapped? The closest handicapped spots (if you can't get one of those 2 directly beside the building) are at the entry to the F/S parking lot behind the library. For someone that suffers/finds it difficult to walk at times, that added distance is horrible.</p> <p><b>RESPONSE: At the time of the August Staff Congress meeting, no response had been received from Joe Stiltner.</b></p>
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**Regent's Report:** Staff Regent Harr added that the Board of Regents will have a work session on August 24, which is open to the public, in the CHER building's Demoss Suite.

**Human Resources Report:** Human Resources Director Nally indicated that the Title IX training is open, and employees have until the end of August to complete it. There have been a few reports of links within the training not working properly, and HR has been in contact with the company to correct the issues. HR receives notification each time an employee completes the training, and they will be notifying supervisors who has yet to complete.

**Cabinet Report:** VP Patrick noted that Dr. Morgan had already hit on Cabinet happenings of strategic planning and making sure everyone understands what is required with the performance funding model during his address to Staff Congress.

**Old Business:** Subcommittee new appointments:

**Benefits & Compensation:** Rep. Craig Dennis re-elected Chair

- Rep. Shana Savard-Hogge

**Credentials & Elections:** Rep. Margaret LaFontaine elected Chair

- Rep. Sherry Surmont
- Rep. Shayla Ring (Menville)
- Rep. Richard Fletcher

**Staff Issues:** Rep. Louise Cooper elected Chair

- Rep. Paige McDaniel
- Rep. Barb Willoughby

**New Business:** No new business.

**Announcements:**

- Monday, September 11: Next STAFF CONGRESS meeting Combs Building 413 1:00 p.m.
- The ADUC renovation is 50% complete.
- Cotinine testing and biometric screenings for 2017 WellPoints are available by appointment in the Caudill Health Clinic.
- Don't forget to check [www.msueagles.com](http://www.msueagles.com) for upcoming MSU athletic events.

<b>Motion:</b>	To adjourn	
	<b>Proposed:</b> Rep. Bryant	<b>Seconded:</b> Rep. Collins
<b>Called for Vote:</b>	Passed	

Vice-Chair Purnell adjourned the meeting at 1:51 p.m.

Minutes submitted by: Secretary Jessica Thompson