



**MOREHEAD STATE UNIVERSITY  
STAFF CONGRESS MINUTES  
December 4, 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	Sherry Surmont
Louise Cooper	Amanda Holbrook*	Jill McBride	Clarissa Purnell	Jessica Thompson
Craig Dennis	Joe Hunsucker	Paige McDaniel	Shayla Ring	Barb Willoughby
Richard Fletcher	Jarred Hunt	Kerry Murphy	Alan Rucker	

\*Denotes member was absent.

<b>Guests:</b>	Dr. Jay Morgan, MSU President; Beth Patrick, CFO and VP for Administration and Fiscal Services; Harold Nally, Director of Human Resources
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Chair Niles called the meeting to order at 1:02 p.m.

<b>Motion:</b>	To approve the minutes from the November 2017 meeting		
	<b>Proposed:</b> Rep. Alan Rucker	<b>Seconded:</b> Rep. Benji Bryant	
<b>Called for Vote:</b>	Motion passed.		

<b>Chair's Report</b>	<p>Chair Niles reported Rep. Gwen Sloas had submitted her resignation from Staff Congress, effective December 1, 2017, as she has taken a job at the University of Dayton. She was unable to attend this meeting, but, in email, expressed gratitude for having had the opportunity to represent the constituents of Staff Congress. Chair Niles, along with the members of MSU's Staff Congress, wish Gwen all the best.</p> <p>Chair Niles also relayed that he and Jill Ratliff, Assistant Vice President for Academic Affairs and Institutional Effectiveness, have planned a meeting with Staff Congress representatives and President Morgan to review a draft of the university's new strategic plan. This will be an opportunity to discuss opinions and address questions about the document. The meeting will take place on January 22, 2018 at 1:00 p.m. in Combs Rm 413. Niles asked Staff Congress representatives to gather questions and comments from our constituents once the strategic plan has been circulated and reviewed.</p> <p>Chair Niles also shared the results of the Strategic Stakeholder survey, in which members Staff Congress had composed some of the questions. He, Jill Ratliff, and Sue Tallichet, Faculty Senate Chair, met to discuss the</p>
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	components of the survey and its responses. A document containing the responses from staff constituents is attached to these meeting minutes and will be disseminated with the Staff Congress Newsletter. We may revisit this topic at our January meeting if so desired.
<b>Vice-Chair's Report</b>	<p>Vice-Chair Purnell announced this month's Staff Salutes include:</p> <ol style="list-style-type: none"> <li>1) The Moving Crew – I would like to thank the moving crew for their hard work cheerfully helping me and others in my department relocate. (submitted 11/30/2017)</li> <li>2) The Grounds &amp; Facilities Crew - I would like to recognize the grounds crew for making the campus festive by putting up lights to prepare for another holiday season. Also, the facilities personnel who work every day to keep our buildings and campus clean. Thank you for all you do! (submitted 11/30/2017)</li> <li>3) Mark Schafer - Mark's knowledge and work ethic has been a great asset to MSU over the years and will be missed upon his impending retirement. (submitted 12/1/2017)</li> </ol>
<b>Secretary's Report</b>	Secretary Rucker reported the balance in the supplies budget is \$2,441.00, after a deduction of \$500.00 paid for professional development events sponsored by Staff Congress, MSU's Department of Human Resources, and the University of Kentucky.

### Committee Reports

<b>Benefits &amp; Compensation</b>	<p>Craig Dennis reported there may have been some confusion regarding the spousal surcharge and the information provided on the affidavit form during the open enrollment period, which may have conflicted with the information in the HR Open Enrollment Guide. He requested Director Nally report any data he could share regarding this issue and any other data from open enrollment for next year’s health insurance coverage.</p>									
	<p>Nally reported there were 44 employees on campus assessed the spousal surcharge. He believed Suzanne Hogge sent email communications to those employees who might be required to sign an affidavit. An effort was made to limit any extraneous communication to those not affected.</p>									
	<p>Nally took the opportunity to present some of the data in his HR report. There was some movement between the three healthcare plans since last year’s enrollment:</p>									
	<table><tr><td><b><i>Lifelong Savings Plan:</i></b></td><td><b><i>Enhanced HR Plan:</i></b></td><td><b><i>PPO Plan:</i></b></td></tr><tr><td>2017: 290 enrollees</td><td>2017: 174 enrollees</td><td>2017: 355 enrollees</td></tr><tr><td>2018: 316 enrollees</td><td>2018: 165 enrollees</td><td>2018: 349 enrollees</td></tr></table>	<b><i>Lifelong Savings Plan:</i></b>	<b><i>Enhanced HR Plan:</i></b>	<b><i>PPO Plan:</i></b>	2017: 290 enrollees	2017: 174 enrollees	2017: 355 enrollees	2018: 316 enrollees	2018: 165 enrollees	2018: 349 enrollees
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2017: 290 enrollees	2017: 174 enrollees	2017: 355 enrollees								
2018: 316 enrollees	2018: 165 enrollees	2018: 349 enrollees								
<p>Nally reported data pointing out that The Know Your Rx Coalition (KYRx) group seems to work well for users at Morehead State. The university</p>										

	<p>received rebates by using this coalition. Beth Patrick noted that these rebates are planned for in the university budget and this money is returned to the general fund as the rebates are processed quarterly. MSU received a rebate of \$122,554.87 in the first quarter and \$144,168.00 in the second.</p> <p>Rep. Alan Rucker took the opportunity to praise the switch over to the new HealthEquity HSA plan. Director Nally reminded everyone to let HR know if they see any issues with the transfer from Flex Made Easy.</p>
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<b>Credentials &amp; Elections</b>	<p>Margaret LaFontaine informed the Staff Congress that Gwen Sloas' vacancy will be filled once the committee has met and recruited new candidates. They had no unelected candidates for Area 4 during the last election.</p> <p>There will be a Staff Congress election during the Spring semester to fill expiring or vacated area representative seats. Information will sent out to the campus community in early March.</p>
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<b>Sustainability Committee</b>	<p>Holly Niehoff reported there will be an effort to review contracts for energy-efficiency and safety purposes. There are also new updates to the Environmental Safety and Sustainability websites.</p> <p>There will be an OSHA training offered in January 2018 that will cover some of the main sources of claims on this campus, including trips and falls, and ergonomics. Chemical Safety will also be covered. These trainings will be in Breck 002 on the following dates:</p> <p><b>January 9, 2018</b> - 9:00 a.m. – 11:00 a.m. and 3:00 p.m. – 5:00 p.m.</p> <p><b>January 10, 2018</b> – 1:00 p.m. – 3:00 p.m.</p> <p><b>January 11, 2018</b> – 9:00 a.m. – 11:00 a.m. and 2:00 p.m. – 4:00 p.m.</p> <p>MSU departments may also schedule CPR and AED defibrillator training, as well as Red Cross certifications.</p> <p>Please contact Holly Niehoff in the Department of Environmental Health and Safety at 606-783-2584 with questions.</p>
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<b>Staff Issues</b>	<p>Louise Cooper reported several staff concerns that were submitted online.</p> <p><b>**CONCERN (submitted 10/23/2017)**</b></p>
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Staff in KRS would like to request that HR bring someone from Frankfort to campus to answer questions. Some questions could help with individuals about when would be the best time to retire.

**RESPONSE (received 10/27/2017 from Harold Nally):**

KERS is stationed in Frankfort and will not visit campuses. We encourage MSU employees to contact KERS at 1-800-928-4646 or [krs.mail@kyret.ky.gov](mailto:krs.mail@kyret.ky.gov) to schedule an appointment. KTRS will be visiting MSU during the spring 2018 semester at an as yet to be determined date.

**\*\*CONCERN (submitted 10/31/2017)\*\***

Why was the recent update to Colleague not announced?

**RESPONSE:**

See Darrell Smith's response in the November 2017 Staff Congress newsletter.

**\*\*CONCERN (submitted 11/2/2017)\*\***

I am concerned by the use of the term "adult" in this context: <http://www.moreheadstate.edu/Admissions/Adult> .. In this country I thought we are considered adults at the age of 18- or upon sexual maturity. If we do not recognize the fact that most of the eagle nation are already adults, they will never start to act as such. What does this make the rest of our students... Child students (?)--this is dumb, and makes MSU look/seem like a joke.

**RESPONSE (received 11/27/2017):**

**Tim Rhodes:**

Thank you for forwarding the comment. This email includes a reply. We will look at this and see if there is a better way to address this group of students.

**Jill McBride:**

Here is a link clearly defines the adult learner/student according to the Association of American Colleges and Universities:

<https://www.aacu.org/publications-research/periodicals/research-adult-learners-supporting-needs-student-population-no>

Additionally, I checked and U of L, UK, Murray, ECU, NKU, WKU and KCTCS all use the term "adult" to address this population on their websites.

**\*\*CONCERN (submitted 11/6/2017)\*\***

Why are we experiencing such an extreme slowness when using Colleague to register students? This seems to have worsened since the unannounced update occurred a week ago.

**RESPONSE:**

See Darrell Smith's response in the November Staff Congress Newsletter.

**\*\*CONCERN (submitted 11/10/2017)\*\***

Could someone please provide an accurate cost for the new doors and security cameras that are being installed on campus? The rumor mill is throwing around \$52+ million dollars, and I was just curious where we are getting that money in this time of dire budgets.

**RESPONSE (received 11/10/2017 from Rick Linio):**

In 2015, the BOR approved Short Term financing to fund the IT infrastructure upgrade, which included \$1.4m for Campus Security & Access Control Project.

**\*\*CONCERN (submitted 11/10/2017)\*\***

With all of the budget cuts, position re-allocations, and possible layoffs looming, how is it Information Technology is hiring MORE people? They just filled \$250,000+ worth of new positions and they now have another new one on the boards to hire. These positions have nothing to do with students or scholarship, so how is it that they are still being approved for hire?

**RESPONSE (received 11/10/2017 from Beth Patrick):**

The internal positions being searched in IT will result in a net reduction in FTE within IT and not additional staff. IT is using current vacancies and upcoming vacancies due to announced retirements as an opportunity to move current staff into the most critical functions within the department for which they qualify so that less critical service positions can be eliminated resulting in a net loss of 3-4 FTE depending on the results of the internal searches and reduce the need for Reductions in Force within the unit to save costs.

**VP Patrick** expounded during the meeting the number of full-time employees in the Department of Information Technology for the last ten years. In 2006-2007, the department had 40 FTE, but looking forward to this next year, there will only be 30 or 31.

**\*\*CONCERN (submitted 10/23/2017)\*\***

The last time MSU was self-insured for healthcare, it ended up making money for the university - so much so that all employees received a refund

for some of our premium costs. Now that we have been self-insured for a year, has this change been a profitable decision for the institution? If so, how much has been saved versus what we would have paid a big name insurance company to cover us?

**RESPONSE (received 11/10/2017 from Harold Nally):**

It has been ten years or more since MSU has been self-insured. There is no reserve to refund to insured employees.

**Directory Nally** and **VP Patrick** further discussed this issue of self-insurance during Human Resources report portion of the December meeting. Please read the HR report for more information.

**\*\*CONCERN (submitted 11/10/2017)\*\***

I would like to request that funds allocated for the NEW position being advertised within IT be reallocated to a solution to whatever is now causing Colleague to move slower than a snail's pace. It is beyond absurd to be hiring MORE personnel in an office that continuously provides sub-par "solutions" to our computing needs.

**RESPONSE:**

**Beth Patrick:**

Upgraded hardware to support the Colleague system is already being addressed. Also, as previously shared, the advertised positions in IT are NOT positions that will add FTE. It is a process to get staff into the most critical positions within the unit for which they qualify so we can actually reduce FTE in total and eliminate strategic positions and avoid any reductions in force.

**Darrell Smith:**

If you have a way to respond to the individual leaving the feedback, please reference the OIT answers to Colleague performance published in the November Staff Congress Newsletter. Also, if they are willing to open a support ticket, OIT may be able to resolve specific issues impacting their solution experience.

**\*\*CONCERN (submitted 11/17/2017)\*\***

I went to the MSU-Marshall basketball game last night, parked near the old jail and walked to the AAC. Before you get to the sidewalk there's an area that needs additional lighting. Can a street light be installed on the telephone pole there to increase visibility? Thanks.

**RESPONSE (from Beth Patrick during this SC meeting):**

	<p>The area in question is not MSU property. This inquiry will be forwarded to Morehead City Hall.</p> <p><b>**CONCERN (submitted 11/29/2017)**</b></p> <p>I have a balance in my LP Health Reimbursement Arrangement. When I transfer the balance of my HSA account from Flex Made Easy to Health Equity, will my LP HRA balance be transferred too? If it is not transferred, will I be charged a monthly fee? Please clarify for me how my LP HRA balance will be handled going forward.</p> <p><b>RESPONSE (received 11/29/2017 from Suzanne Hogge):</b></p> <p>On January 1, administration of MSU's Health Savings Accounts, Health Reimbursement Accounts, Limited Purpose Health Reimbursement Accounts and Flexible Spending Accounts will change from Flex Made Easy to HealthEquity.</p> <p>The following process applies if you have an account balance in your <b>Limited Purpose HRA (LPHRA):</b></p> <ul style="list-style-type: none"> <li>• A runout period for filing 2017 claims begins on January 1 and ends on February 28, 2018. Flex Made Easy, our current vendor, will administer the runout period. The Benny Card will not be available for paying 2017 claims during the runout period, but claims can be filed by mobile app, online at <a href="http://www.flexmadeeasy.com">www.flexmadeeasy.com</a>, by email at <a href="mailto:info@flexmadeeasy.com">info@flexmadeeasy.com</a>, mail or fax.</li> <li>• If you have a balance on January 1, 2018, the rollover balance will not be available for paying claims incurred in 2018 until the runout period and an account reconciliation period are complete. After Flex Made Easy reconciles accounts after the runout period, any remaining balance will be available in your account with HealthEquity on March 15, 2018.</li> <li>• You will receive a new Visa card (blue) for your LPHRA from HealthEquity by March 15, 2018. This will be a separate card from your Health Savings Account card (purple).</li> <li>• Note that LPHRA funds can only be used for vision and dental claims.</li> </ul> <p>Specific questions about your Limited Purpose HRA should be directed to Flex Made Easy at 855-615-3679. General questions about the transition from Flex Made Easy to HealthEquity can be addressed by contacting Human Resources at 3-2097 or <a href="mailto:benefits@moreheadstate.edu">benefits@moreheadstate.edu</a>.</p>
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**Regent's Report:** Dr. Harr was unable to attend due to an out-of-town meeting. He requested it to be shared there will be a quarterly meeting of the Board of Regents this Thursday, December 7<sup>th</sup>. Also, this Thursday, employees should attend the Holiday Employee Appreciation Luncheon from 10:30 a.m. – 1:30 p.m. in the Button Drill Room.

**Human Resources Report:** Mr. Nally referred to the information he presented during the Benefits and Compensation report earlier in the meeting regarding enrollment in the various health insurance plans MSU has to offer, reiterating that open enrollment went well.

Building on the earlier discussion during the Staff Issues portion of the meeting, Nally reported the university plans to remain self-insured. MSU has been self-insured for the last year, a year in which there have been many claims to be covered from the monetary reserve. Beth Patrick explained MSU's reserve covers our claims and also creates the context for which the price of premiums for the next year is decided. When the university was self-insured before, the reserve was large enough to afford a refund to users but that is not possible now.

Nally reported he is still waiting to see if there are any updates at the federal level regarding the FLSA exempt/non-exempt issue. He is also keeping an eye on our sister institutions to see how and if they may make changes to their classifications. This continues to be a topic asked about daily in HR.

**Cabinet Report:** VP Patrick reported the cabinet will meet this week to begin preliminary discussions of next year's university budget. It will be a rough sketch, primarily due to the unresolved pension problems at the state level and because Kentucky's state budget and, consequently, state appropriations to the various higher education institutions have not been determined. Representative Fletcher asked if employees could expect a 15% reduction in university budget costs due to these factors. VP Patrick believed this may be a conservative estimate and could be more like 20% or more. Rep. LaFontaine asked how a special legislative session is called and some discussion of the specifics ensued amongst the group. VP Patrick speculated waiting until the regular session may actually result in a more severe reduction in appropriations, since the pressing concern will be fixing the debt in the pension funds. She continued, the governor's budgetary proposals may be very drastic and she expects a double-digit percentage in reductions of operating budget. The cabinet, as we know, has already begun preparation for a cut in budget, and they hope to be in a good place to begin the next fiscal year.

Chair Niles asked if there would be a search to fill the vacancy created by Rick Linio's recent departure from Facilities. VP Patrick said, yes, the President signed an emergency search waiver because it is very important to have someone managing the ADUC renovation project. Terry White, the Director of Construction and Engineering Services, is currently serving as Interim.

**Old Business:** None

**New Business:** None

**Announcements:**

- Monday, December 11 – Winter Session class begin.
- Tuesday, December 19 – Winter Leave begins and university offices will be closed.
- Tuesday, January 2 – University offices reopen.
- Wednesday, January 3 – A Weight Watchers @ Work Informational Session will be at 12:00 p.m. in the Button Drill Room.
- Wednesday, January 10 – Convocation
- Monday, January 15 – MSU offices will be closed in observance of the Birthday of Martin Luther King, Jr.
- Tuesday, January 16 – Spring 2018 semester classes begin.



Rep. Pace brought up that she had noticed some departments on campus had been unable, possibly due to tight budgets, to do much in the way of celebrating retirements. She asked if there was some way to make sure employees who are retiring have some sort of party. VP Patrick suggested maybe there could be a group party at the end of each semester. Some discussion ensued and Chair Niles suggested the upcoming holiday luncheon might be a great place to recognize retiring employees. And, with that, he wished the group a Happy Holidays.

Motion:	To adjourn	
	Proposed: Benji Bryant	Seconded: Annette Hines
Called for Vote:	Passed	

Chair Niles adjourned the meeting at 1:49 p.m.

Minutes submitted by: Laura Rucker

## Strategic Stakeholder Survey Results

**Q4a1 - What degree of change is required in order for the university to fulfill its mission in the area of "Educate Students for success in a global environment"?\***

### FORCED RESPONSE

Answer	Percentages	Counts
Very little change	0.00%	0
Little change	1.85%	1
Moderate change	25.93%	14
Significant change	57.41%	31
Very significant change	14.81%	8
Total	100%	54

The overall theme of the open-ended responses is that budget restrictions and lack of exposure to other cultures (via experience and curriculum) are the main reasons we need change in this area.

**Q4b1 - What degree of change is required in order for the university to fulfill its mission in the area of "Engage in scholarship"?\***

### FORCED RESPONSE

Answer	Percentages	Counts
Very little change	0.00%	0
Little change	0.00%	0
Moderate change	22.58%	7
Significant change	54.84%	17
Very significant change	22.58%	7
Total	100%	31

\*Where respondents were routed to a question based upon a previous response, the number of summing counts may not equal the total number of respondents. (If Q4 ="Engage in scholarship," respondents received this question).

The overall theme of the open-ended responses is that budget cuts in Academic Affairs has had a domino effect: Less money for scholarship activities and new faculty lines mean the faculty left are teaching more courses, making research all but impossible.

**Q4c1 - What degree of change is required in order for the university to fulfill its mission in the area of "Promote diversity of people and ideas"?\***

**FORCED RESPONSE**

Answer	Percentages	Counts
Very little change	0.00%	0
Little change	4.92%	3
Moderate change	21.31%	13
Significant change	55.74%	34
Very significant change	18.03%	11
Total	100%	61

The overall theme of the open-ended responses is that our campus is not diverse at all. We do not have diverse faculty/staff because we aren't paying people enough to stay. There were also a lot of statements about a lack of support for LGBTQ individuals. Finally, many comments talked about a lack of diversity in ideas, and that a lack of shared governance was the main reason behind this.

**Q4d1 - What degree of change is required in order for the university to fulfill its mission in the area of "Foster innovation, collaboration and creative thinking"?\***

**FORCED RESPONSE**

Answer	Percentages	Counts
Very little change	0.00%	0
Little change	5.00%	3
Moderate change	30.00%	18
Significant change	51.67%	31
Very significant change	13.33%	8
Total	100%	60

The overall theme of the open-ended responses is that staff felt change was required because of university leadership. Many felt innovation/collaboration/creative thinking was stifled because a few leaders at the top were making all the decisions, suppressing dissent and criticism, allowing cronyism to keep the concept of "this is the way we've always done things" in place. Outdated technology and a lack of raises were also frequently cited.

**Q4e1 - What degree of change is required in order for the university to fulfill its mission in the area of "Serve our communities to improve the quality of life"?\***

**FORCED RESPONSE**

Answer	Percentages	Counts
Very little change	0.00%	0
Little change	10.17%	6
Moderate change	25.42%	15
Significant change	45.76%	27
Very significant change	18.64%	11
Total	100%	59

The overall theme of the open-ended responses is that while MSU pays 'lip service' to serving the surrounding community, it is not doing anything substantial to truly engage and interact with the service region. Many noted that MSU used to do a better job of community engagement, but the budget cuts of the past decade have chipped away at this.

Staff felt that the four most important potential new goals that could be included in the new strategic plan were:

- Increasing overall retention, progression, and graduation rates (53.87%)
- Improving alumni engagement (53.87%)
- Increasing the retention, progression, and graduation rates of low income students (41.61%)
- Fostering greater engagement with local community (41.61%)

Furthermore, the top three areas identified as priorities for improvement were:

- Overall retention, progression, and graduation rates (24.39%)
- Recruitment and retention of excellent faculty and staff (11.10%)
- Retention, progression, and graduation rates of low income students (9.16%)

Question 8: Please describe any other high-priority goals that were not shown in the list of goals in the previous question.

The overall theme of the open-ended responses is that MSU leaders should address the low morale on campus, much of which has been brought on by the lack of raises for staff, and the perception that staff are not up to market standards.

**Q9 - Resource allocation is a key component to executing the strategic plan. Please indicate your level of agreement on the following items.†**

**The university:**

**FORCED RESPONSE**

Question	Strongly Disagree Percentages	Strongly Disagree Counts	Disagree Percentages	Disagree Counts	Agree Percentages	Agree Counts	Strongly Agree Percentages	Strongly Agree Counts	Don't Know Percentages	Don't Know Counts	Total
Has the financial resources necessary to achieve strategic goals	10.00%	31	35.81%	111	32.58%	101	7.10%	22	14.52%	45	310
Allocates financial resources in ways that advance strategic goals	20.32%	63	38.71%	120	23.23%	72	4.19%	13	13.55%	42	310
Hires the faculty necessary to achieve strategic goals	10.00%	31	30.00%	93	36.13%	112	8.71%	27	15.16%	47	310
Retains the faculty necessary to achieve strategic goals	11.61%	36	35.16%	109	30.97%	96	6.77%	21	15.48%	48	310
Makes instructional expenditures/investments a priority	11.29%	35	29.68%	92	35.48%	110	6.77%	21	16.77%	52	310
Hires the staff that are necessary to achieve strategic goals	14.52%	45	35.16%	109	32.90%	102	6.77%	21	10.65%	33	310
Retains the staff that are necessary to achieve strategic goals	18.39%	57	40.65%	126	21.61%	67	7.42%	23	11.94%	37	310
Has a well-developed budgeting process	23.23%	72	35.48%	110	18.71%	58	7.10%	22	15.48%	48	310
Meets its financial obligations	9.35%	29	23.55%	73	38.39%	119	8.06%	25	20.65%	64	310
Possesses sufficient technology infrastructure to support academic, research, and student success initiatives	13.55%	42	27.74%	86	37.74%	117	10.97%	34	10.00%	31	310
Maintains sufficient physical infrastructure to support academic, research, and student success initiatives	9.35%	29	25.48%	79	42.90%	133	11.29%	35	10.97%	34	310
Invests a reasonable amount into employee salaries	32.58%	101	38.39%	119	17.42%	54	6.45%	20	5.16%	16	310

†Due to rounding, all percentages may not equal 100%.

**Q10 - Of these items, please choose up to three areas in which MSU excels:**

**(To pick more than one item, press Control and click on the items of your choice)\*\***

**FORCED RESPONSE**

Answer	Percentages	Counts
None of these	14.38%	68
Meets its financial obligations	13.32%	63
Possesses sufficient technology infrastructure to support academic, research, and student success initiatives	13.32%	63
Maintains sufficient physical infrastructure to support academic, research, and student success initiatives	9.51%	45
Don't Know	9.09%	43
Hires the faculty necessary to achieve strategic goals	7.61%	36
Hires the staff that are necessary to achieve strategic goals	6.55%	31
Has a well-developed budgeting process	4.86%	23
Retains the faculty necessary to achieve strategic goals	4.65%	22
Makes instructional expenditures/investments a priority	4.65%	22
Has financial resources necessary to achieve strategic goals	4.23%	20
Retains the staff that are necessary to achieve strategic goals	3.38%	16
Allocates financial resources in ways that advance strategic goals	2.96%	14
Invests a reasonable amount into employee salaries	1.48%	7
Total	100%	473

**Q11 - Of these items, please choose up to three areas that you think should be our highest priorities for improvement:\*\***

**(To pick more than one item, press Control and click on the items of your choice)**

**FORCED RESPONSE**

Answer	Percentages	Counts
Invests a reasonable amount into employee salaries	16.40%	122
Allocates financial resources in ways that advance strategic goals	11.16%	83
Retains the staff that are necessary to achieve strategic goals	11.02%	82
Has financial resources necessary to achieve strategic goals	10.62%	79
Has a well-developed budgeting process	10.22%	76
Retains the faculty necessary to achieve strategic goals	8.87%	66
Hires the staff that are necessary to achieve strategic goals	7.53%	56
Hires the faculty necessary to achieve strategic goals	6.32%	47
Possesses sufficient technology infrastructure to support academic, research, and student success initiatives	5.65%	42
Makes instructional expenditures/investments a priority	4.84%	36
Maintains sufficient physical infrastructure to support academic, research, and student success initiatives	3.76%	28
Meets its financial obligations	3.63%	27
Total	100%	744

**Q12 - Thinking about the recent implementation of ASPIRE, please rate your level of agreement with the following statements about institutional leadership.†**

**FORCED RESPONSE**

Question	Strongly Disagree Percentages	Strongly Disagree Counts	Disagree Percentages	Disagree Counts	Agree Percentages	Agree Counts	Strongly Agree Percentages	Strongly Agree Counts	Don't Know Percentages	Don't Know Counts	Total
The university's administration uses institutional resources responsibly to support the university's mission	11.61%	36	29.35%	91	36.77%	114	6.13%	19	16.13%	50	310
University leaders are responsive to the academic needs of the institution	12.58%	39	24.52%	76	41.29%	128	8.39%	26	13.23%	41	310
University leaders are responsive to the operational needs of the institution	11.29%	35	30.65%	95	42.58%	132	5.81%	18	9.68%	30	310
The university's administrative and governing bodies engage internal constituencies, including faculty, staff, and students in decision-making processes	19.03%	59	32.90%	102	31.29%	97	4.19%	13	12.58%	39	310
Institutional planning includes input from stakeholders	12.26%	38	23.55%	73	35.81%	111	4.19%	13	24.19%	75	310
University leaders communicate information to the campus community in a timely manner	16.77%	52	29.68%	92	41.94%	130	4.52%	14	7.10%	22	310
University leaders articulate a cohesive agenda to achieve institutional progress	14.19%	44	35.81%	111	33.23%	103	3.23%	10	13.55%	42	310

†Due to rounding, all percentages may not equal 100%.



Q13 - Indicate how much improvement is needed in the following areas:†

**FORCED RESPONSE**

Question	Great Improvement Percentages	Great Improvement Counts	Moderate Improvement Percentages	Moderate Improvement Counts	Little Improvement Percentages	Little Improvement Counts	No Improvement Percentages	No Improvement Counts	Don't Know Percentages	Don't Know Counts	Total
Campus safety	2.26%	7	14.19%	44	46.13%	143	32.90%	102	4.52%	14	310
Instructional facilities	25.81%	80	36.45%	113	23.23%	72	8.06%	25	6.45%	20	310
Recreational facilities	4.84%	15	9.68%	30	35.16%	109	45.81%	142	4.52%	14	310
Arts and cultural programs	9.68%	30	30.65%	95	31.94%	99	14.52%	45	13.23%	41	310
Athletic programs	10.32%	32	19.35%	60	26.45%	82	36.45%	113	7.42%	23	310
Student support services	21.29%	66	39.68%	123	25.16%	78	6.13%	19	7.74%	24	310
Student Life (other than Athletics)	19.35%	60	37.42%	116	25.16%	78	7.74%	24	10.32%	32	310
Library resources	10.00%	31	25.16%	78	34.52%	107	14.84%	46	15.48%	48	310

†Due to rounding, all percentages may not equal 100%.

**Q14 - Please indicate how you would like to receive information about future stages of the strategic planning process:**

**FORCED RESPONSE**

Answer	Percentages	Counts
Email Updates	71.29%	221
Town Hall Meetings	13.23%	41
Strategic Planning Website	11.61%	36
Social Media (Twitter, Facebook, Instagram)	2.58%	8
Flyers and Promotional Materials	1.29%	4
Total	100%	310

## Staff Constituent Survey Results

QS1 - For each statement, please select the answer that best represents your feelings. \*,\*\*

Question	Strongly Disagree Percentages	Strongly Disagree Counts	Disagree Percentages	Disagree Counts	Agree Percentages	Agree Counts	Strongly Agree Percentages	Strongly Agree Counts	Don't Know Percentages	Don't Know Counts	Total
I understand my role within the University	0.65%	2	2.59%	8	42.07%	130	54.37%	168	0.32%	1	309
I have identified, along with my supervisor, the knowledge and skills needed to succeed in my role at the University	1.62%	5	8.12%	25	39.61%	122	49.68%	153	0.97%	3	308
There is adequate staffing in my work area to allow me to perform my role	19.16%	59	31.17%	96	32.14%	99	16.56%	51	0.97%	3	308
There is adequate equipment and resources in my work area to allow me to perform my role	11.40%	35	24.10%	74	49.51%	152	14.01%	43	0.98%	3	307
The workload is evenly and fairly distributed across all personnel in my unit	16.88%	52	25.00%	77	39.94%	123	15.26%	47	2.92%	9	308
Processes have been streamlined within my unit and across departments to ensure maximum productivity within my role	10.39%	32	26.30%	81	42.21%	130	16.56%	51	4.55%	14	308
I am included in decisions that affect my role and work performance	12.01%	37	23.38%	72	39.61%	122	23.70%	73	1.30%	4	308
I can express disagreement with my supervisor without fear of intimidation and/or reprisals	9.42%	29	9.09%	28	41.23%	127	37.99%	117	2.27%	7	308
I am satisfied with the information I receive from management regarding goals, activities, and performance within my unit and division.	11.69%	36	24.35%	75	41.56%	128	20.45%	63	1.95%	6	308
I have received recognition, whether formal or informal, for a recent accomplishment at work	9.77%	30	20.85%	64	42.35%	130	23.78%	73	3.26%	10	307
I feel valued as a Morehead State University employee	12.99%	40	26.62%	82	39.61%	122	16.88%	52	3.90%	12	308

**QS2 - I receive a yearly performance evaluation from my supervisor.\*,\*\***

Answer	Percentages	Counts
Yes	67.86%	209
No	32.14%	99
Total	100%	308

**QS3 - When was your last performance evaluation completed?\*,\*\***

Answer	Percentages	Count
1 year ago	8.08%	8
2-5 years ago	70.71%	70
More than 5 years ago	8.08%	8
I have never had a performance evaluation	13.13%	13
Total	100%	99

**QS4 - I would like the opportunity to evaluate my immediate supervisor and provide feedback during the annual evaluation process.\*,\*\***

Answer	Percentages	Counts
Yes	64.59%	197
No	35.41%	108
Total	100%	305

**QS5 - Please answer the following questions based upon your experience at Morehead State University. \*,\*\***

Question	Strongly Disagree Percentages	Strongly Disagree Counts	Disagree Percentages	Disagree Counts	Agree Percentages	Agree Counts	Strongly Agree Percentages	Strongly Agree Counts	Don't Know Percentages	Don't Know Counts	Total
Human Resources interprets policies and employment-related regulations (UARs, PGs) accurately	15.91%	49	21.43%	66	46.10%	142	5.19%	16	11.36%	35	308
Policies and employment-related regulations (UARs, PGs) are communicated clearly to staff	14.33%	44	32.90%	101	43.00%	132	4.23%	13	5.54%	17	307
I was 'on-boarded' (received some sort of orientation) adequately by Human Resources as a new employee	9.12%	28	11.73%	36	58.31%	179	13.03%	40	7.82%	24	307
Vacancies are filled fairly	21.43%	66	31.17%	96	29.55%	91	2.92%	9	14.94%	46	308
Internal candidates are given adequate consideration	14.29%	44	14.29%	44	45.13%	139	9.42%	29	16.88%	52	308
I am compensated fairly for my position at MSU	25.65%	79	37.66%	116	29.55%	91	4.55%	14	2.60%	8	308
Compared to other employers, our benefits are competitive	10.71%	33	23.70%	73	45.45%	140	12.66%	39	7.47%	23	308
Information regarding benefits (or issues that affect benefits) are communicated clearly to staff members	11.04%	34	25.97%	80	51.30%	158	8.77%	27	2.92%	9	308
My supervisor is flexible with work schedules	2.92%	9	4.87%	15	45.45%	140	44.16%	136	2.60%	8	308
Paid time off is adequate (holiday pay, vacation/sick time accrual)	3.91%	12	8.14%	25	51.47%	158	33.55%	103	2.93%	9	307
Overall, I am satisfied with the compensation and benefits offered by the University	9.74%	30	25.32%	78	50.32%	155	12.01%	37	2.60%	8	308

When asked what they most appreciate about working for MSU, most of the responses related back to the people – working with and for students, good relationships with colleagues, etc. Many other responses pointed to the benefits (sick/vacation, tuition waiver) and the ability to have flexible schedules. Many people appreciated the family-like atmosphere of the school and surrounding community.

When asked what they felt would make MSU a better place to work, the responses can be summarized by the statement “improve morale.” The majority of the responses revolved around budget issues (lack of raises/fair compensation, fear over losing jobs, etc.). Many of the comments also centered on not feeling included or appreciated by upper administration.

Staff feel that their input is not sought out nor recognized. Also, respondents noted feeling overworked due to the loss of employees over the past few years. There were numerous comments about HR’s slow response time to queries and poor customer service, with a suggestion that the administration investigate these issues. Finally, as expected, many staff asked for Spring Break back, believing it would be a big morale booster.