

**MOREHEAD STATE UNIVERSITY**

**STAFF CONGRESS MINUTES**

**January 3, 2011**

**MEMBERS:**

Becki Alfrey	Kelly Griggs	Margaret LaFontaine	Rebecca McGinnis	Scott Niles
Ed Beam	Shannon Harr	Patty Little	Tina McWain	Matthew Nutter*
Rhonda Crisp	Joe Hunsucker	Rhonda Mackin	Brooke Mills	Joel Pace
Craig Dennis	Kevin Koett	Jill McBride	Amy Moore	Lora Pace
		Paige McDaniel		Barbara Willoughby

\*Denotes member was absent.

Guests:	P. Gniot, Director of Human Resources, M. Walters, Vice President, Administrative Services, Terry White, Staff Regent
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Chair McGinnis called the meeting to order at 1:04 p.m. and there was a quorum present.

<b>Motion:</b>	To approve the minutes from the December 2010 meeting.
	<b>Proposed:</b> J. Pace <b>Seconded:</b> E. Beam
<b>Called for Vote:</b>	Motion passed
<b>Chair's Report</b>	R. McGinnis reported that the Executive Council met before today's SC meeting and identified topics for SC to focus on this spring. They include the election process, precinct voting, a Professional Development day, and vacant positions.  R. McGinnis stated that the President's Leadership Council did not meet due to an MSU weather closure.
<b>Vice-Chair's Report</b>	C. Dennis had no report.
<b>Secretary's Report</b>	J. McBride reported that there was a balance of \$2482.73 supplies.

Committee Reports

<b>Credentials &amp; Elections</b>	K. Koett reported that the committee will be meeting soon to work to fill vacant positions and to prepare for the upcoming election. He also reported that L. Pace and P. Little have been placed on the Credentials and Elections Committee.
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<b>Staff Issues</b>	S. Harr reported that the committee had not met. He also spoke about the
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	<p>recent PD day, stating that the sessions were very good but the staff attendance was low. The Staff Issues Committee will focus on ways to increase attendance at future PD day events.</p> <p>It was suggested that the committee consider doing two half days in order to allow more staff to attend. M. Walters recommended that one month before the next session that SC have the event mentioned to Cabinet so that additional support can be obtained. He stated he would be willing to share the PD day agenda with the Cabinet.</p>
<b>Personnel Policies &amp; Benefits</b>	A. Moore had no report.
<b>Green Committee:</b>	<p>T. McWain reported that they are looking into this committee becoming a University Standing Committee. The request is in Faculty Senate right now. T. McWain also mentioned some of the upcoming Earth Week activities, which will run April 16-22.</p> <p>K. Koett asked why the request to make Green Committee a Standing Committee needs to go through Faculty Senate. He recommended that the process be looked at with respect to committees that are not academic in nature. S. Harr stated that Faculty Senate usually didn't send anything back that was sent to them from SC. He also stated that Faculty Senate is responsible for maintaining the website on Standing Committees.</p> <p>K. Koett will bring this issue back up in new business.</p>

**Regent's Report:** T. White reported that the BOR will be meeting February 24 for a work session and March 10 for their regular meeting. T. White stated that he brought the last BOR meeting's agenda to share with the SC members and he mentioned that it is available for viewing on the BOR Website.

**Human Resources Report:** P. Gniot reported on the past year's Open Enrollment numbers. He stated that there were 302 Sick Leave Bank requests. Those who are not eligible will get an email informing them of their ineligibility. P. Gniot also compared the 2011 enrollment numbers with last year's numbers and he stated that 101 employees waived coverage, and 7 employees signed up for the new Sponsored Dependents option.

P. Gniot mentioned that some MSU employees recently participated in the "Best Places to Work" survey. 400 employees were selected to participate, with 44% of those selected participating. He stated that there were sufficient numbers to conduct the survey and he will share the results of the report with SC sometime this spring.

P. Gniot stated that if you requested an additional debit card this year, those have been mailed out, but new cards have not gone out. He stated that the old American Administrator cards will still work.

**Cabinet Report:** M. Walters commented on the Enrollment & Retention strategies the University is implementing. He also mentioned the new scholarship, the Eagle Excellence Award, which doubles a new incoming freshman's KEES money.

**Old Business:** None

**New Business:** K. Koett proposed looking into creating a procedure whereby SC is more involved with the University Standing Committee process, in particular those committees that are applicable to SC. The motion was seconded by M. LaFontaine. All members approved.

K. Koett made a motion to send a message of appreciation in the form of a resolution to the President and Administration for the \$750 bonus check that all faculty and staff received in late December. E. Beam seconded the motion. L. Pace recommended including the BOR as well. All members approved.

J. Pace and K. Griggs led a discussion on the how the bonus checks were distributed and the fact that some checks were initially sent to incorrect addresses or individuals. M. Walters thanked Gaylena Cline for her efforts in getting the checks distributed in a timely manner.

R. McGinnis asked if any SC members would be interested in providing food for a meal to feed the men's and women's basketball teams. The meal would be pot-luck in nature and those who are interested should contact R. McGinnis. She will to organize the sign-up and communicate the date and location. She suggested that those SC members who participate plan to eat and visit with the players.

**Announcements:**

- Next Meeting – 2/7/11
- Convocation – 1/12/11 – 10:00 am
- J. Pace – today is last day for FS tuition waivers.
- Basketball games Thursday & Saturday.

Motion:	To adjourn.	
	Proposed: K. Koett	Seconded: B. Alfrey
Called for Vote:	Passed. Meeting adjourned at 1:55 p.m.	

Minutes submitted by: Jill McBride, Secretary