

# STAFF CONGRESS MINUTES



**Date:** Tuesday, November 2, 2021

## [Recording of Meeting](#)

### MEMBERS ATTENDED

<input checked="" type="checkbox"/> Samantha Bryant	<input checked="" type="checkbox"/> Sharnetta Fritts	<input type="checkbox"/> Tasha Purvis	<input checked="" type="checkbox"/> Andrea Stone
<input checked="" type="checkbox"/> Jamey Carver	<input checked="" type="checkbox"/> Merrell Harrison	<input checked="" type="checkbox"/> Garrick Ratliff	<input checked="" type="checkbox"/> Jessica Thompson
<input checked="" type="checkbox"/> Debbie Cooper	<input type="checkbox"/> Toni Hobbs	<input checked="" type="checkbox"/> Shayla Ring	<input checked="" type="checkbox"/> Jen Timmerman
<input checked="" type="checkbox"/> Gary Cornett	<input checked="" type="checkbox"/> Jarred Hunt	<input checked="" type="checkbox"/> Laura Rucker	<input checked="" type="checkbox"/> Helisha Tuerk
<input checked="" type="checkbox"/> Debbie Ellis	<input type="checkbox"/> John Mahaney	<input checked="" type="checkbox"/> Ian Savard	<input type="checkbox"/> Owen Wagoner
<input checked="" type="checkbox"/> David Flora	<input checked="" type="checkbox"/> Paige McDaniel	<input checked="" type="checkbox"/> Xavier Scott	<input type="checkbox"/> Traci Webster
<input type="checkbox"/> Joseph Fraley	<input checked="" type="checkbox"/> Lora Pace	<input checked="" type="checkbox"/> Becky Scott	

### GUESTS

Dr. Jay Morgan, Dr. Dirk Grupe, Dr. Annie Adams, Dr. Joel Pace, Dr. Caroline Atkins, Mary Fister-Tucker, Philip Maxson, Dr. Silas Session.

### CALL TO ORDER

- **Time meeting called to order:** 1pm
- **Call to order given by:** Dave Flora

### MOTION TO APPROVE THE MINUTES

- **Proposed by:** Jen Timmerman
- **Seconded by:** Jessica Thompson
- **Motion Approved:** Yes

### PRESIDENT'S REPORT

President Jay Morgan reported:

- Employee vaccine rates are at 79%. Another link will be sent out soon. We hope to reach at least 80%.
- The annual Holiday Luncheon will likely be held at The Rock on December 2<sup>nd</sup> and 3<sup>rd</sup>. To maintain proper safety standards, each day will be designated for one half of the campus community.
- Graduation/Commencement is on December 11<sup>th</sup>.
- The Holiday Carnival is scheduled for November 30<sup>th</sup>. It will likely be limited to employees and their family this year.

### CORRECTIONS

**No corrections were presented.**

## CHAIR'S REPORT

Chair David Flora reported:

- Chair Flora expressed sympathy to the Student Government Association for the loss of one of our students, and encouraged attention to the mental health of our students and colleagues. If you or someone you know needs mental health help, please contact the Health Clinic at 606-783-2055.
- Encouraged staff to use their paid time off as it is important for mental health and is part of the staff compensation. Also encouraged supervisors to watch the maximum annual leave balances of their staff so that they don't lose their earned compensation.
- Chair Flora will be meeting with President Morgan and Faculty Senate President David Long about potential raises for staff in 2022.

## VICE-CHAIR'S REPORT

Vice-Chair Helisha Tuerk reported:

- MSU offers employees 3 hours of paid leave in order to get their COVID-19 vaccine booster. It is suggested that you take this time on Friday so you will have the weekend to rest if needed. To schedule your vaccine, call St. Claire Hospital at 606-783-7539. Vaccine appointments are available Monday-Friday, 8am-6pm.
- COVID-19 Cases for October 22<sup>nd</sup>-25<sup>th</sup>: 2 on-campus students and 1 off-campus student.
- Open Enrollment is Monday, November 1<sup>st</sup>-Friday November 12<sup>th</sup>. It is a passive year, so if you take no action, then your previously chosen benefits will carry over to 2022. For questions about Open-Enrollment, contact Human Resources at 606-783-2097 or [benefits@moreheadstate.edu](mailto:benefits@moreheadstate.edu).

## SECRETARY'S REPORT

Secretary/Treasurer Xavier Scott reported:

- **Supply Account Balance:** \$373.19
- **Expenditures:** None

## STAFF SALUTES

The following Staff Salutes were submitted for the month of October.

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### JOSEPH SCHUBERT

"Joseph is always helpful and accommodating even with repetitive requests. We appreciate his willingness to help all the time!"

- Submitted October 27, 2021

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### DR. SILAS SESSIONS

"Dr. Sessions work bringing attention at the plight of homeless veterans is a great work. His work allows MSU to look at an issue that has not been addressed recently. His work should be recognized."

- Submitted October 28, 2021

## COMMITTEE REPORTS

### BENEFITS & COMPENSATION:

B&C Chair Debbie Ellis reported:

If employees have had teaching added to their job duties, and they feel like it should be added as part of their job description, they must address that with their immediate supervisor.

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#### UAR-324

Motion to approve [changes to UAR 324](#).

- Motioned: Xavier Scott
- Seconded: Garrick Ratliff
- Motion Approved

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#### PG-48

Motion to approve [changes to PG-48](#).

- Motioned: Helisha Tuerk
- Seconded: Xavier Scott
- Motion Approved

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### CREDENTIALS & ELECTIONS:

C&E Chair Toni Hobbs was absent. No report provided.

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### STAFF ISSUES

Staff Issues Chair James Carver reported:

Comment/Concern	Response
<p>MSU library should follow (since they can no longer be the leader) in the fine-free era: "More and more library professionals contend that charging overdue fines undermines the mission of libraries to provide free and equitable access to information so that all citizens may educate themselves." <a href="https://www.ebsco.com/blogs/ebscopost/not-so-fine-library-fines-look-overdue-debate">https://www.ebsco.com/blogs/ebscopost/not-so-fine-library-fines-look-overdue-debate</a> <a href="https://www.urbanlibraries.org/resources/fine-free-map">https://www.urbanlibraries.org/resources/fine-free-map</a></p>	<p>The following concern/suggestion has been forwarded to the Dean of Library services for consideration.</p>
<p>Short staffing in PD dispatch is a liability. For years now, the radiator room has run shortstaffed. We currently have 4 dispatchers to run a 24/7 department. This is fine, on paper but not in application. A 4employee schedule for a 24/7 dept has a MIN of 416 OT hours. That number increases greatly when people are sick, gone to state mandated trainings, take EARNED time off. Last week I had to work a 19-hour shift because one of my staff was sick and there was no one to call in. The level of exhaustion and burnout</p>	<p>Russell Mast: We are currently funded, and staffed for four (4) full-time dispatch positions within University Police. We have also been approved for two part-time positions to support the dispatchers. One of our challenges is finding qualified and certified dispatchers who live within our community</p>

Additional space for comment/concern

when people are asked to work these types of sched, for peasants pay at that, is concerning. Overworked emerg personnel lead to mistakes. Mistakes in our dept are more than a room not getting cleaned or a class being cancelled due to a professor no show. More than a computer getting a virus and it taking a few days to be fixed. More than a wrong color on an MSU graphic. Mistakes here can lead to life threatening problems. A student has an allergic reaction a professor with a concern about a student

Additional space for comment/concern

maybe self harming, suspicious persons and vehicles. All of these have been mostly benign calls. Until they aren't. Until that routine call turns into a student, faculty or staff that needs our best. Our well rested, not overworked and overly stressed selves to get them all the help they need. MSU needs to be PROACTIVE rather than reactive and not wait until something bad happens and there is no one left to fulfill the job of dispatcher because we are all exhausted, underpaid and underappreciated.

and region willing to work part-time. Also, the City of Morehead is also facing the same issues as the university when it comes to dispatchers and police officers. This past fall we were able to increase the police officer rates through a "hazardous incentive" to aid in the retention and recruitment of certified officers. At this time, the Division of Student Affairs does not have the resources available to provide an additional (fifth position) dispatcher. I admit that it would be beneficial to have this position. To do so, I would have to eliminate a position from another unit, which would be detrimental to that unit.

Representative Merrell Harrison expressed concern over the sustainability of the public safety dispatcher shortage.

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## REGENT'S REPORT

**Reported by:** Regent Joel Pace

- Board of Regents (BoR) met on October 15<sup>th</sup>.
- BoR talked about guidelines for naming programs and buildings.
- Talked about university metrics, such as enrollment.
- Had a presentation regarding employee insurance.
- Celebrated raising \$27 million for student scholarship over the last 3 years.
- The next meeting is in December.

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## HUMAN RESOURCES REPORT

**Reported by:** Dr. Caroline Atkins

- Open Enrollment begins on Monday, November 1<sup>st</sup> through Friday, November 12<sup>th</sup>. To participate, go to <https://my.moreheadstate.edu>, click employee, and click benefits. Plan modification is not required.
- New items include:
  - Long/Short-term disability insurance.
  - Enhanced dental and vision options.
- Questions about benefit enrollment should be addressed to [benefits@moreheadstate.edu](mailto:benefits@moreheadstate.edu) or 606-783-2097.
- Learning Café will not be offered in November or December. The next options will be available in January, including:
  - Introduction to Microsoft Excel.

- Legal considerations for the University.
- Retirement Planning.
- HR will offer a professional development session titled “Cooking Up Diversity” on November 10<sup>th</sup>.

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## CABINET REPORT

**Reported by:** Mary Fister-Tucker

- The Kentucky Folk-Art Center will be holding the annual Appalachian Holiday Arts and Crafts Fair on December 4<sup>th</sup> from 9am-4pm in Laughlin Health Building.
- MSU’s Holiday Carnival will be on November 30<sup>th</sup> from 5pm-7pm in ADUC for employees and families.
- Convocation is set to be scheduled for January 12<sup>th</sup>, 2022 at 9am.
- Commencement will be on December 11<sup>th</sup> with two sessions, splitting up the graduates for appropriate social distancing.

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## FACULTY SENATE REPORT

**Reported by:** Dr. Dirk Grupe, Faculty Senate Communications Officer

- Met on October 21<sup>st</sup>.
- They had a resolution requiring that campus meetings offer a virtual option.
- They have had continued discussions with the administration over MSU staff teaching First Year Seminar.
- They discussed misinformation about students double-dipping courses that overlap between a major and minor. Administration wants to limit this to 12-15 hours, but Faculty Senate disagrees with this policy.
- They discussed the 50% rule, which says that you have to have 50 of your classes be in the core of the program. Faculty Senate feels that this negatively impacts new and existing programs.

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## STUDENT GOVERNMENT ASSOCIATION REPORT

**Reported by:** Philip Maxson

- SGA had a roundtable discussion about how the University can help students with mental health.
- They had a successful Fall Festival and look forward to doing it in the future.
- They are working towards increasing diversity and minority voices on campus by having monthly diversity and inclusion meetings.

## OLD BUSINESS

No old business to report.

## NEW BUSINESS

- Representative Lora Pace suggested that Staff Congress look at changing the PG-48 policy that prevents new-hires from using accrued vacation time while on their 6-month probationary period.
- Representative Lora Pace announced that exit interviews are not being done consistently.
  - Mary Fister-Tucker said she will follow up on this issue.
- Representative Laura Rucker requested a follow up on the FYS instructor evaluation process.
- Representative Laura Rucker asked for more information on the stipend provided to staff participating in recruitment trips.

## ANNOUNCEMENTS

- No announcements to report.

## MOTION TO ADJOURN

- Motioned by: Debbie Ellis
- Seconded by: Lora Pace
- Motion Passed
- Time Adjourned: 2:06