

STAFF CONGRESS MINUTES



Date: Tuesday, March 1, 2022

[Recording of Meeting](#)

MEMBERS ATTENDED

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

GUESTS

Dr. Annie Adams, Dr. Joel Pace, Mary Fister-Tucker, Alan Joseph, Natasha Binion, Annette Hines

CALL TO ORDER

- **Time meeting called to order:** 1:00 PM
- **Call to order given by:** Chair David Flora

MOTION TO APPROVE THE MINUTES

- **Proposed by:** Debbie Ellis
- **Seconded by:** Toni Hobbs
- **Motion Approved:** Yes

CORRECTIONS

No corrections were presented.

CHAIR'S REPORT

Chair David Flora reported:

- The MSU Little Bell Tower has been updated with new physical bells, replacing the PA system.
- In President Morgan's livestream, he acknowledged the work of Staff Congress on the upcoming raises.
- Chair Flora complimented the administration for continuing raises, especially amidst inflation.
- COVID-19 cases are in decline, and many institutions are dropping mask requirements. Governor Beshear has announced that mask mandates are being dropped today (March 1st) for most state buildings. Chair Flora expects we will hear more about mask guidelines for MSU very soon.
- Dr. Adrian Mandzy approached Chair Flora about Staff Congress collaborating with Faculty Senate concerning a resolution on the Ukraine/Russia conflict.

VICE-CHAIR'S REPORT

Vice-Chair Helisha Tuerk was absent. No report was given.

SECRETARY'S REPORT

Secretary/Treasurer Xavier Scott reported:

- **Supply Account Balance:** \$204.19
- **Expenditures:** None.

STAFF SALUTES

TOSHA BINION

"She does a great job of awarding scholarships to students in need. She will help anyone on campus with a need. She has a big heart and her MSU family is a blessing to her."

- Submitted February 16, 2022

VIRGINIA BROWN

"For 29 years Virginia has led the way with her unwavering loyalty and hard work. I hope she knows that her dedication does not go unnoticed. Her staff at the AAC has not had one home basketball game postponed due to COVID and I'm not sure another gymnasium in the country can say the same. Thank you Virginia for taking care of MSU in so many behind the scene ways."

- Submitted February 15, 2022

TOPAZ BUTLER

"Topaz is an integral member of MSU's community. She is a knowledgeable, welcoming, and student success-driven professional."

- Submitted February 23, 2022

BRITTANY HARGETT

"Brittany is a new employee and has worked hard to learn her job duties. She is eager to learn and fosters a positive work environment while always being willing to help a coworker. MSU is lucky to have her in the Accounting department!"

- Submitted February 23, 2022

ALAN JOSEPH

"Alan Joseph has been named the OVC Rifle Coach of the Year for the past 2 seasons. He recruits top flight student athletes and is consistently breaking and challenging school records at each meet."

- Submitted February 8, 2022

JEN TIMMERMAN

“Jen wears many hats for the University and wears them well. Transfer Admissions is a small piece of the Admissions picture but she works very hard that each student has the support needed to transfer successfully. She helps with students who are veterans, she helps adult learners/non-traditional students who are entering higher education for the first time. She assists many other departments to make sure their student population is supported well.”

- Submitted February 16, 2022

COMMITTEE REPORTS

BENEFITS & COMPENSATION:

B&C Chair Debbie Ellis reported:

- On February 24th, B&C met with Mary Fister-Tucker, Caroline Atkins, and David Flora to discuss proposed changes to PG-8 and PSNE-5.
 - It was decided that no changes will be made at this time.
 - Changes will be discussed after the effects of changes to PG-48 have been evaluated.

CREDENTIALS & ELECTIONS:

C&E Chair Toni Hobbs reported:

- C&E is preparing for the upcoming election.
- Sending drafted documents to C&E and Staff Congress Executive Council for review, including.
 - Official call for nominations memo email.
 - Online nomination form.
- All vacancies are for 3-year terms.
- There are 7 total vacancies.
- There are 30 total reps on Staff Congress, representing a balanced percentage from each geographical location at MSU.

STAFF ISSUES

Staff Issues Chair Jamey Carver reported:

Comment/Concern	Response
<p>Recently the plastic wraps have been removed from the water fountains in my building after being closed for nearly two years. Is the water safe to use? Have the fountains been flushed to remove stagnant water?</p>	<p>Consulted Facilities Management. The lines have been flushed and the water is okay to drink. If there are any issues, please let Facilities Management know so they can be resolved.</p>
<p>I am excited about the opportunities that are being offered to our students with the level up program. Is there any way we could consider a similar model for faculty and staff to participate in? I'm thinking - customer service, teamwork, supervisor (leadership) training, computer skills, recruitment skills, organizational skills, stress management, communication and networking among campus offices, etc. We need more professional development among our faculty and staff here at MSU.</p>	<p>Forwarded to Human Resources for consideration.</p>
<p>What is the point in having voice mail, when someone's mail box is constantly full? You go through the process to leave a message and you immediately receive an email stating the mail box is full. I realize we can communicate via email, but there are times when you need to speak with the person.</p>	<p>Steps to delete old messages is as follows:</p> <ul style="list-style-type: none"> • First enter into the voicemails system on your phone • Select 3 "review old messages" • Select 2 "deleted messages" • Select 1 "review deleted messages" <p>Select 3 " to delete"</p>
<p>I have a question concerning the bookstore transitioning to Barnes and Noble. Will MSU faculty and staff still receive a discount on items and will they still receive the gift-card for years of service milestones (15 years / 20 years / etc)?</p>	<p>Reached out to Mary Fister-Tucker. Full-time Faculty and staff will receive a 10% discount on merchandise available at the Barnes & Noble campus bookstore however there are some exceptions (*see below for the exact language under the contract). We do still plan to offer it as an item for milestone service awards.</p> <p>(*Per contract this are the items excepted under the discount - adopted textbooks, special orders, sales books, Class and alumni rings, computer software and hardware, periodicals, discounted merchandise, stamps, health and beauty aids, food snacks, and beverages).</p>

AD-HOC COMMITTEE

Ad-Hoc Committee Chair Lora Pace reported:

- At the last meeting, ACH discussed developing recommendations on how teaching-staff evaluations are/should be handled.
- Laura Rucker and Jared Hunt volunteered to serve on the committee.
- Chair Flora requested that Dr. Robert Boram also serve on the committee. Dr. Boram agreed to join.
- AHC has met twice so far, and have worked on proposals for evaluation changes.
- Chair Pace will meet with the Dean's Council and the FYS Subcommittee about their perspective on this topic.
- Estimated proposal will be ready by the May Staff Congress meeting.

REGENT'S REPORT

Reported by: Dr. Joel Pace.

The Board of Regents:

- BoR will meet at the end of March.
- Dr. Pace recognized the Executive Council's work, professionalism, and accomplishments.

HUMAN RESOURCES REPORT

Reported by: Dr. Caroline Atkins as absent. No report provided

CABINET REPORT

Reported by: Mary Fister-Tucker

- "My Progress" went live today (March 1st), which is a tool for students to assist in planning their progress through their college career.
- There is a floating holiday built into the Academic Calendar on March 18th.
- Evaluations for April 2021-March 2022 are due by the end of April 2022.
- The changes to PG-48 will be taken to the board for approval at the end of March 2022.
- Student worker wages will be increased to \$8/hour on August 1st, 2022.
- The first bonus of \$500 went out on February 15th. The second \$500 bonus will be released in May, 2022.
- Cabinet will bring the raises for 2023 to the board soon, including:
 - 3% raise for full time employees hired on or before September 1, 2021.
 - 1% raise for full time employees hired after September 1, 2021.

FACULTY SENATE REPORT

Reported by: Dr. David Long was absent. No report provided.

STUDENT GOVERNMENT ASSOCIATION REPORT

Reported by: Shelby Black was absent. No report provided.

OLD BUSINESS

- Gary Cornett requested that we revisit the proposal that Staff Congress Chair/Vice-Chair be renamed President/Vice-President in order to be consistent with other governing bodies at MSU.
 - Lora Pace said that this is a constitutional change, which has several steps. It cannot be done by vote.
 - Proposal to begin the process to rename Staff Congress Chair/Vice-Chair to President/Vice-President in the Staff Congress Bylaws and Constitution.
 - Motioned by Secretary Xavier Scott.
 - Seconded by Representative Lora Pace.
 - Motioned Passed: Yes
 - Secretary Scott volunteered to get the 5 signatures required to begin the process.

NEW BUSINESS

- Dr. Adrian Mandzy approached Chair Flora about Staff Congress collaborating with Faculty Senate concerning a resolution on the Ukraine/Russia conflict.
 - Chair Flora suggests that we (Staff Congress) work with Faculty Senate to create a unified resolution, as opposed to creating our own separate resolution.
 - Chair Flora will update the Congress about his discussion on this topic with Faculty Senate.

MOTION TO ADJOURN

- Motioned by: Xavier Scott
- Seconded by: Debbie Ellis
- Motion Passed: Yes
- Time Adjourned: 1:59 pm