

STAFF CONGRESS MINUTES



Date: Tuesday, August 2, 2022

MEMBERS ATTENDED

<input checked="" type="checkbox"/> Leeann Akers	<input checked="" type="checkbox"/> Sharnetta Fritts	<input checked="" type="checkbox"/> Zachary Roberts	<input checked="" type="checkbox"/> Jennifer Shaw
<input checked="" type="checkbox"/> Samantha Bryant	<input checked="" type="checkbox"/> Merrell Harrison	<input checked="" type="checkbox"/> Rianna Robinson	<input checked="" type="checkbox"/> Andrea Stone
<input checked="" type="checkbox"/> Jamey Carver	<input checked="" type="checkbox"/> Toni Hobbs	<input checked="" type="checkbox"/> John Rose	<input type="checkbox"/> Jen Timmermann
<input checked="" type="checkbox"/> Debbie Cooper	<input checked="" type="checkbox"/> Paige McDaniel	<input type="checkbox"/> Joe Rowe	<input checked="" type="checkbox"/> Helisha Tuerk
<input type="checkbox"/> Gary Cornett	<input type="checkbox"/> Lora Pace	<input type="checkbox"/> Laura Rucker	<input checked="" type="checkbox"/> Traci Webster
<input checked="" type="checkbox"/> Julie Ferguson	<input checked="" type="checkbox"/> Tasha Purvis	<input type="checkbox"/> Ian Savard	<input type="checkbox"/> Rachel Whitt
<input checked="" type="checkbox"/> David Flora	<input checked="" type="checkbox"/> Garrick Ratliff	<input checked="" type="checkbox"/> Stacy Scott	
	<input type="checkbox"/> Shayla Ring	<input checked="" type="checkbox"/> Xavier Scott	

GUESTS

President J. Morgan, Dr. Caroline Atkins, Mary Fister-Tucker, Jarred Hunt, Dr. Joel Pace, Joe Brown, Patricia Handshoe, Rachel McGlone,

CALL TO ORDER

- **Time meeting called to order:** 1:03 PM
- **Call to order given by:** Dave Flora

MOTION TO APPROVE THE MINUTES

- **Proposed by:** Garrick Ratliff
- **Seconded by:** Rianna Robinson
- **Motion Approved:** Yes

CORRECTIONS

No corrections were presented.

PRESIDENT'S REPORT

President J. Morgan reported:

- This year marks the 100 year Centennial Celebration of Morehead State University.
- Thanks to everyone who worked through the summer.
- Roof repairs will take place over the course of the Fall 2022 semester.
- HVAC repairs are estimated to take place December 2022 - February 2023.
- Convocation is August 10th at 8am. Convocation is optional this year.
- Met with Staff Congress Executive Council to discuss how MSU might assist its lowest paid employees.
- Welcome back to MSU!

CHAIR'S REPORT

Chair David Flora reported:

- Executive Council decided that if COVID-19 infection numbers are in the red category on the [GovStatus website](#) for Morehead, then Staff Congress meetings will be held remotely.
- Welcome back to the Committee Chairs, and congratulations to the new Chair of Benefits & Compensation, Rianna Robinson.
- Executive Council had a meeting with President Morgan, who is focused on helping the lowest paid staff as they are the most vulnerable to inflation and it would help retention of those employees.
- In an effort to secure University services and cut back on [phishing](#) emails, IT is implementing [Multi-Factor Authentication](#) (MFA). MFA will be turned on for staff in August 2022. Faculty and Students will receive MFA later in the Fall 2022 semester.

VICE-CHAIR'S REPORT

Vice-Chair Helisha Tuerk reported:

- The Office of Human Resources are looking for staff whom are willing to be recorded for a 2 minute interview highlighting the reasons they enjoy working at MSU. This is to promote employee recruitment. If you are interested in participating, please contact Xavier Scott at x.scott@moreheadstate.edu.
- To support the flood victims of Eastern Kentucky, the Office of Enrollment Services is accepting donations. Please take your donations to the Enrollment Services building at 121 East 2nd Street, Morehead KY 40351.

SECRETARY'S REPORT

Secretary/Treasurer Xavier Scott reported:

- **Supply Account Balance:** \$500
- **Expenditures:** None.

STAFF SALUTES

MELISSA BROWN - GROUNDSKEEPER

Melissa has beautified the landscaping around campus. She works with passion and a positive attitude! She is focused on her work but never hesitates to greet people walking by with a smile. She exemplifies the "Spirit of MSU!"

PATRICIA LYNN HANDSHOE – COORDINATOR OF TUTORING SERVICES

Lynn goes above and beyond for the students of MSU. She is always eager to help wherever she is needed. Lynn is a true asset to MSU and we are lucky to have her!

SANDRA SKAGGS – EAGLECARD & DOCUMENT SERVICES SPECIALIST

Sandra is always on the move, getting work done and I don't think I've ever seen her without a smile on her face. She is so friendly and helpful anytime I see her at the Post Office.

PAUL YOUNG – POSTAL CLERK

Paul is always working hard. He's always been very helpful and friendly whenever I stop by the Post Office. Paul and Sandra both make a great team and we are lucky to have them on campus!

COMMITTEE REPORTS

BENEFITS & COMPENSATION:

B&C Chair Rianna Robinson reported:

- B&C did not meet in July. No report given.

CREDENTIALS & ELECTIONS:

C&E Chair Toni Hobbs reported:

- Staff Congress has 1 remaining vacancy in Area 2. Nominations for a placement are encouraged. Area 2 includes ADUC, Allie Young Hall, Button Hall, Camden-Carroll Library, Combs Building, Fields Hall, Lappin Hall, Lloyd Cassity, Reed Hall.

STAFF ISSUES

Staff Issues Chair Jamey Carver reported:

Comment/Concern	Response
Is there a virtual training for the new Live Well portal? It is not user-friendly and when we try to call HR, the guy who answers the phone has no clue and no one will return any calls from HR. How long should it take for an HR staff person to return calls, emails, etc.? This applies to payroll as well. We hear that the HR and Payroll staff screen all their calls and don't answer the phone if they choose not to talk to a particular person. Both offices are not managed nor held accountable.	The Live Well Guide has been sent out to all employees and is available through HR. There has also been virtual training through the Learning Café program. Please look for possible Learning Café opportunities in the future.
How does the university answer for hiring a replacement for Tim Rhodes before he has actually retired/left? When other staff members leave- hiring cannot begin (if it ever does) until the position has been vacated- and other staff members are expected to step in to complete additional duties with NO compensation. How does the university reconcile the salary of 2 people doing the same job for 3-4 months? While seeming unable to find stipends or other compensation for 'lesser' staff expected to absorb additional/ 'temporary' duties. For perspective, 3-4 months of salaries of administrators at this level are typically the same as a FULL year's salary for said 'lesser' staff. Something here seems out of balance.	<p>As President Morgan mentioned during the most recent Staff Congress meeting, enrollment is critical to our ability to continue to be a "light to the mountains" and to our mission to educate. With over 40% of our University Budget being supported directly by Student Tuition and Fees, enrollment is also key to our financial wellbeing.</p> <p>With the highly competitive student recruitment market, and the challenges facing all higher education institutions not only in Kentucky, but across the country, the university thought it was in its best interest to retain our outgoing AVP for Enrollment Services for the remainder of the fall semester to assist in providing transition support to include International Student Services, Enrollment Management Plan Development, Scholarship review and recommendation, as well as coordination of</p>

	<p>meetings and correspondence with school superintendents, technical colleges/university leadership and high school principals.</p> <p>Both individuals will not have the same job responsibilities. Mr. Rhodes will serve as Special Assistant to the VP for Student Affairs, and provide support to various units within the division at the direction of the VP. However, his main responsibilities will be to assist the university in the recruitment of students, which is critical to the survival of the university</p>
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AD-HOC COMMITTEE REPORT

Reported by: Lora Pace was not present. No report provided.

REGENT’S REPORT

Reported by: Dr. Joel Pace.

- The Board of Regents (BoR) has two new members including Chloe Marstiller and Laura Russell. Craig Preece was reappointed for another 6 year term.
- In the next BoR meeting, they will be:
 - Making major changes to the “Student Code of Conduct” and the “Police Department Emergency Operations Plan” in response to recent legislation.
 - Discussing asset preservation for roofs, steps, and water basin upgrades.

HUMAN RESOURCES REPORT

Reported by: Dr. Caroline Atkins reported:

- OHR is getting all of the faculty and students in our system and ready for class.
- Acclimating new OHR employees.
- Requests that we share MSU staff vacancies. We currently have 54 vacancies.
- In response to staff requests, Traci Webster is working on a 3 part training series on personal well-being. An announcement is coming out soon.
- Has been working with the Employee Assistance Program for trainings on mental health that will be communicated to staff soon.
- Started a new partnership with Staff Congress to create personal videos that express how great a place Morehead State University is to work, in order to help attract new employees.

CABINET REPORT

Reported by: Mary Fister-Tucker

- Encouraged everyone to volunteer for Move-In Day.
- All new employees should set up their paycheck direct-deposit as soon as possible.

- Cabinet will be expanding their wellness programming to include mental and emotional wellness.
- Cabinet has reviewed suggestions from the Staff Congress Benefits & Compensation committee.
 - One of the suggestions that the continuous glucose monitoring system be added to the medical insurance plan has been added on August 1st.
 - Due to financial risk, the suggestions about acupuncture and bariatric surgery were not added at this time.
- Despite the increase in health care costs, employee insurance contributions for calendar year 2023 will remain the same as calendar year 2022. To accomplish this, MSU has increased the employee subsidy, taking on the additional contribution costs.
- The mail room and document center have been taken over by another company (Ricoh).
 - Starting September 1st, all document printing must go through Document Services or the Office of Communications & Marketing.
 - Prints by 3rd party vendors are not allowed.
 - This change will not cause any full time employee to lose their job.
 - Fleet printer/copiers will remain until June 2023.
- Multifactor Authentication (MFA) will be initialized in August for Staff.
- The office of Information Technology has implemented a new firewall for MSU's network.

FACULTY SENATE REPORT

Reported by: Dr. David Long wasn't present. No report provided.

STUDENT GOVERNMENT ASSOCIATION REPORT

Reported by: SGA Chair wasn't present. No report provided.

OLD BUSINESS

- Representative Toni Hobbs shared her design for the Staff Congress lapel pin.
 - Representative Julie Ferguson motioned to approve Toni's pin design.
 - Representative Leeann Akers seconded.
 - Motion passed.
- Staff Congress Executive Council will meet this month to discuss the Staff Congress Bylaws/Constitution language edits.

NEW BUSINESS

- None.

ANNOUNCEMENTS

- None.

MOTION TO ADJOURN

- Motioned by: Julie Ferguson
- Seconded by: Zachary Roberts
- Motion Passed

- Time Adjourned: 2:03 PM