

STAFF CONGRESS MINUTES



Date: Tuesday, April 4, 2023

MEMBERS ATTENDED

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

GUESTS

Dr. Annie Adams, Dr. Caroline Atkins, Presley Boyer, Mary Fister-Tucker, Dr. David Long, Chloe Marsteller, Dr. Joel Pace, Lora Pace

CALL TO ORDER

- **Time meeting called to order:** 11:00 AM
- **Call to order given by:** Xavier Scott

MOTION TO APPROVE THE MINUTES

- **Motion Approved:** Yes

CORRECTIONS

No corrections were presented.

PRESIDENT'S REPORT

Vice Chair Helisha Tuerk provided the report for Dr. J. Morgan:

- Dr. Morgan is working on the salary increases for degree completion, which should be completed soon.

CHAIR'S REPORT

Chair David Flora was absent. No report provided.

VICE-CHAIR'S REPORT

Vice-Chair Helisha Tuerk reported:

- Helisha attended the March Faculty Senate meeting, where she gave an update about:
 - the stipend for completing an advanced degree, and that it has been moved to the Benefits & Compensation Committee.
 - Staff Congress election, which will be held on April 11th and 12th.

SECRETARY'S REPORT

Secretary/Treasurer Xavier Scott reported:

- **Supply Account Balance:** \$59.52
- **Expenditures:** Requested increase of \$50 for Staff Salute certificate backing.

STAFF SALUTES

VICTORIA COOPER – ADMINISTRATIVE ASSISTANT

Vickie is always quick to lend a helping hand with whatever needs to be done. She knows what to do and who to contact when someone has a question. She greets everyone with a smile and makes them feel at ease.

MATTHEW “MATT” HYDEN - DIRECTOR OF TRIO STUDENT SUPPORT SERVICES

Matt has done amazing things for the TRIO program and Student Support Services. He continues to seek resources for our students to give them the opportunities they may otherwise not know exist. It is clear to see the amount of care and pride he puts into his responsibilities for the students and our Eagle community.

COMMITTEE REPORTS

BENEFITS & COMPENSATION:

B&C Chair Rianna Robinson reported:

- B&C Chair Robinson and Chair Dave Flora met with Dr. Caroline Atkins to discuss changes in language needed for the stipend for completing an advanced degree. Chair Robinson was tasked with writing text to replace the lines that currently indicate that Staff must submit their degree within 1 year of completion in order to gain the stipend, as well as to indicate that this change is not retroactive. The text has been provided to the Board of Regents.
- No time parameters were set for submitting degrees going forward.
- It remains the responsibility of the staff member to inform their supervisor of their impending graduation and to request the stipend.
- Discussions were had about how best to share information about the stipend so that future staff are aware of the process.

CREDENTIALS & ELECTIONS:

C&E Chair Toni Hobbs reported:

- An email about the upcoming Staff Congress elections was recently sent out. Toni will send a reminder email soon.

STAFF ISSUES

Staff Issues Chair Jamey Carver reported:

Comment/Concern	Response
What is MSU official policy about bringing children to work? Are there liability issues?	The issue of dependents at work is covered under UAR323.02. His states: "staff finding it necessary to bring their child or other dependent under their care or supervision to the workplace on an occasional and short-term basis must have the permission of their respective supervisor."
Today, one of our MSU affiliates came on to campus for a presentation and tried to conduct a WebEx meeting with our staff and off-site colleagues from her laptop, but she was unable to create a guest account for the MSU_GUEST wi-fi using her laptop from the guest portal because doing so would require wi-fi to complete the process. We had four MSU staff members trying to help her resolve the issue and get her laptop connected. Finally, we had to tap out and contact the IT help desk. When the IT person who was assisting us realized the issue, she was instructed to use her cellphone to create access credentials and create a user account which would send a verification code to her email so that she could get wi-fi access for her laptop. We spent thirty minutes trying to fix the issue but still did not get access for our affiliate's laptop because of the time-sensitive meeting window, and therefore had to rig an inferior alternative tech set-up. This process is terribly cumbersome and is problematic for time-sensitive meetings with campus affiliates. It created a very unprofessional situation for our affiliate. Is there any way to streamline or simplify the MSU_GUEST process so guests at our campus have a better experience?	From IT responded saying they have a "team working on completing a how-to knowledge base article for the guest access sponsor portal. We will provide this once it is completed and will also begin some communication with our campus community to provide awareness of this service offering."
When are we going to address the fact that they are taking away the parking lot behind Howell McDowell for the new Science & Engineering Building. What is the plan for those who park there, there are not enough employee spaces elsewhere for central campus. There will ultimately be more wanting to park in this area with the influx of science and engineering faculty/staff when the building is complete. It is not viable to have faculty and staff park at the US-60 lot and walk or take the bus to main campus, there are those with health issues and there is only one bus running. With construction set to begin next year, what is the plan.	The concern has been sent to Facilities Management. Awaiting a response.

AD-HOC COMMITTEE REPORT

Committee Chair Lora Pace reported:

- The FYS Subcommittee meeting was cancelled, so no report is provided. The next meeting will be held in April.

REGENT'S REPORT

Staff Regent, Joel Pace, reported:

- Regent Pace has also reached out to Facilities Management about the parking issue that will arise when the lot behind Howell-McDowell is closed this Fall.
- The Board of Regents (BoR) approved the six-year capital plan, where we request funding from Frankfort, as well as permission to do things on campus that we can do ourselves.
 - Included in this plan are plans for an interdisciplinary classroom building and to renovate the Combs building.
- The BoR completed the evaluations of President Morgan and of the Board.

HUMAN RESOURCES REPORT

Dr. Caroline Atkins reported:

- The Employee Appreciation Event will be held on April 26th at 10:30am. There will be wellness giveaways and games.
- The Office of Human Resources (OHR) has completed the April 1st wage increases. Exempt (salary) employees will see the raise on the 15th paycheck, and non-exempt (hourly) employees will see their raise on the April 30th paycheck.
- Staff are encouraged to check out the [Official MSU Human Resources Facebook Page](#) for current wellness activities.

CABINET REPORT

Mary Fister-Tucker reported:

- Discussed [Senate Joint Resolution 98](#). The proposal requires the CPE (Council on Postsecondary Education) to investigate the possibility of establishing a public four-year university in southeastern Kentucky. It also calls for an evaluation of whether the technical education currently provided by the Kentucky Community and Technical College System should be separated from traditional academic subjects and transitioned to regional four-year public universities.
- [SOAR](#) (Student Orientation, Advising & Registration) registrations are up, which historically meant that our freshman enrollment was also up. Staff are requested to sign up to deliver MSU yard signs.
- The MSU Farm Plant Sale will be held from April 17th-20th at the MSU Greenhouse. Purchases help support the Agriculture program.
- MSU's [Star Theater](#) offers free shows for faculty, staff, and students, on the 2nd and 4th Saturdays of the month. There are also weekly laser shows on Wednesdays at 6pm.
- MSU will host a Celebration of Student Scholarship on April 19th at ADUC.
- The [2023 Spring Gala](#) will be held on April 29th.
- The Presidents' Concert on the Lawn will be on April 19th at 5pm in the ADUC/Lappin Quad area. This event is free and open to the public. This year's concert will have the MSU Jazz Ensemble and the Commercial Music Ensemble.

FACULTY SENATE REPORT

Dr. David Long reported:

- The interim Provost position will be filled for 1 year, while MSU searches for a permanent replacement. Faculty Senate voted 3-1 in favor of a national search and an outside person.
- The Dean of College of Science, Dr. Wayne Miller, is leaving the University. There have been internal negotiations for who will be the Dean going forward, and any restructuring that may be required.

STUDENT GOVERNMENT ASSOCIATION REPORT

President Chloe Marstiller reported:

- The Student Government Association (SGA) elections have concluded. President Marstiller introduced President-Elect Presley Boyer.
- MSU [Student Choice Awards](#) are coming up. Voting will take place on April 11-12. The Banquet will be on April 26th at 7pm in Ballrooms A and B in ADUC.

OLD BUSINESS

- No new business items were presented.

NEW BUSINESS

- No old business items were presented.

ANNOUNCEMENTS

- No announcements were presented.

MOTION TO ADJOURN

- Motioned by: Zachary Roberts
- Seconded by: Toni Hobbs
- Motion Passed: Yes
- Time Adjourned: 11:52 am