

# STAFF CONGRESS MINUTES



**Date:** Tuesday, June 6, 2023

## MEMBERS ATTENDED

<input checked="" type="checkbox"/> Leeann Akers	<input checked="" 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 type="checkbox"/> Paige McDaniel	<input type="checkbox"/> John Rose	<input checked="" type="checkbox"/> Andrea Stone
<input type="checkbox"/> Gary Cornett	<input type="checkbox"/> Rachel McGlone	<input checked="" type="checkbox"/> Joe Rowe	<input checked="" type="checkbox"/> Jen Timmermann
<input checked="" type="checkbox"/> Julie Ferguson	<input type="checkbox"/> Tasha Purvis	<input checked="" type="checkbox"/> Laura Rucker	<input checked="" type="checkbox"/> Helisha Tuerk
<input checked="" type="checkbox"/> David Flora	<input checked="" type="checkbox"/> Garrick Ratliff	<input type="checkbox"/> Ian Savard	<input type="checkbox"/> Traci Webster

## GUESTS

Dr. Annie Adams, Dr. Caroline Atkins, Presley Boyer, Chad Collett, Mary Fister-Tucker, Dr. David Long, Dr. J. Morgan, Dr. Joel Pace, Lora Pace, Mikayla Ray, Andrew Sexton, Dieter Ullrich,

## CALL TO ORDER

- **Time meeting called to order:** 11:00 AM
- **Call to order given by:** David Flora

## MOTION TO APPROVE THE MINUTES

- **Motioned by:** Julie Ferguson
- **Seconded by:** Rianna Robinson
- **Motion Approved:** Yes

## CORRECTIONS

**No corrections were presented.**

## PRESIDENT'S REPORT

President. J. Morgan reported:

- We have lots of renovations happening on campus. Please have patience with the commotion, and if there are issues let's try to work around them.
- Parking was discussed in the Campus Update, which is currently in the MyMoreheadState Portal. Faculty and Staff are encouraged to view the [Campus Update](#) to learn more. During renovations, several buildings will have their parking redirected.

## CHAIR'S REPORT

Chair David Flora reported provided a heartfelt thanks to Staff Congress representatives and participants for their work during his two-year tenure as Staff Congress Chair.

## VICE-CHAIR'S REPORT

Vice-Chair Helisha Tuerk reported:

- Vice-Chair Tuerk completed the edits/amendments to the Staff Congress Bylaws & Constitution. All work has been added to a document, highlighting the changes to assist with revisions. Most changes were to change the wording from Chair to President and Vice-Chair to Vice-President, and some grammatical errors/issues. The Parliamentarian will put the final revision to the Board for review.

## SECRETARY'S REPORT

Secretary/Treasurer Xavier Scott reported:

- **Supply Account Balance:** \$7.15
- **Expenditures:** None.

## STAFF SALUTES

### RISA BOYD - ADVISOR

She goes above and beyond for students to ensure they have what they need to be successful at MSU. Not only does she meet their educational needs she also looks out for other needs as well. I feel privileged to have had the opportunity to get to know Risa. Advisors like her are what make MSU a great place!

## COMMITTEE REPORTS

### BENEFITS & COMPENSATION:

B&C Chair Rianna Robinson reported:

- Changes were approved to policies related to the employment of minors to make us in compliance with federal law.
- Changes were approved to policies related to travel expenses for interviewees coming to MSU campus.

### CREDENTIALS & ELECTIONS:

C&E Chair Hobbs reported

- Welcome to new members.

## STAFF ISSUES

Staff Issues Chair Jamey Carver reported:

Comment/Concern	Response
Why does printing services no longer deliver completed print jobs on campus? It is a bit misleading as the current print request form has a field where you input where you would like the job delivered. If this service is no longer offered, then the form should be updated.	Contacted Guy Huffman, Director of EagleCard & Document Services. He said delivery should resume in the Fall '23 semester, after student workers return. If there are concerns or needs for delivery, please reach out to Guy Huffman at 3-2701 or <a href="mailto:g.huffman@moreheadstate.edu">g.huffman@moreheadstate.edu</a> .

When you fixed the Education services building, the outside door no longer locks. This is dangerous and really needs fixed asap.	Contacted Kim Oatman, Chief Facilities and Operations Officer. The lock has been fixed. Security concerns like this can be reported to Facilities Management at 3-2066 or MSU Police Department at 3-2035.
Is Lappin going to be torn down when the new Engineering & Science building comes online? I've heard this mentioned in multiple settings. Lappin is a historic building that holds with the collegiate look of campus. It would be a shame to tear down this building without some serious consideration.	Contacted Kim Oatman, Chief Facilities and Operations Officer. Raising Lappin and several other buildings have been considered, but no decisions have been made. It is estimated that the new science & engineering building will be made within the next 3 years. Once it is built, the University will need to decrease square footage, and removing Lappin & Lloyd Cassity are natural ways to do so. Lappin requires major maintenance for regular operation, which is a significant recurring cost. At this point, no decisions have been made.
Current Staff Evaluation forms contain text boxes designed to provide feedback. Some fields are too small for the required text to be written. It is possible to have PDF files with fields that adjust text size, which would correct this issue. Whom would I contact to fix the Staff Evaluation forms?	Contacted the Office of Human Resources, who had some discussions with the Office of Information Technology on how to make this form and process more efficient and user friendly. They ask that the person who made the suggestion reach out to them for additional information about how to make the forms more user friendly.
Just wanted to say THANK YOU to the university for the extra day off for employees on July 3, 2023.	

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#### AD-HOC COMMITTEE REPORT

Committee Chair Lora Pace reported:

- Changes for performance appraisals of FYS instructors discussed in the last Subcommittee meeting were approved. These changes will take place starting in the Fall '23 semester. The process and form will be evaluated in April 2024.

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#### REGENT'S REPORT

Staff Regent Joel Pace reported:

- The next meeting will take place later this month (June).
- Several members have termed out or resigned. New appointees will be added soon.

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#### HUMAN RESOURCES REPORT

Dr. Caroline Atkins reported:

- Annual employment letters will go out after the June Board of Regents meeting.

- Employee Benefits Committee requested more activities that allow employees to interact with each other that doesn't involve work. OHR has scheduled "Summer Block Parties" in front of Allie Young. The first Block Party will be June 21<sup>st</sup> 11:30am-12:30pm. Fun food and collaborative activities will be available. Announcements will be sent soon.

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## CABINET REPORT

Mary Fister-Tucker was present but had no new information to provide.

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## FACULTY SENATE REPORT

Dr. David Long reported:

- The Senate concluded its business at the end of May, where progress was made on minor PAc revisions.
- The majority of faculty believe that FYS needs to return to a big ideas kind of class, rather than the College-101 version we have currently.

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## STUDENT GOVERNMENT ASSOCIATION REPORT

Student Government Association (SGA) President Presley Boyer reported:

- SGA Members attended the Kentucky Leadership Academy, where they collaborated with other Kentucky SGA's.
- SGA is working on new plans and goals for the 2023/2024 academic year.

## OLD BUSINESS

- No old business items were presented.

## NEW BUSINESS

Officer Elections were held. The following are the new officers for 2023/2024 academic year.

- President: Xavier Scott
- Vice-President: Jamie Carver
- Secretary/Treasurer: Helisha Tuerk

## ANNOUNCEMENTS

- No announcements were presented.

## MOTION TO ADJOURN

- Motioned by: Rianna Robinson
- Seconded by: Lora Pace
- Motion Passed: Yes
- Time Adjourned: 11:45 am