Minutes of Meeting  
MSU Staff Senate  
September 12, 2012

The MSU Staff Senate met Wednesday, September 12, 2012 at 10:00 a.m. in Room 189 in the Dillard  
College of Business Administration Building. Members in attendance were Marilyn Brown, Mike Deming,  
Gayla Aldrich, Reagan Foster, Lucy Davis, Ernest Cooper, Sue Witherspoon, Dirk Welch, Patricia Lowry,  
Michael Mills, Dawn Fisher, Chris Stovall, Jamie Fowler, Lynn Sosebee and Peggy Brennan. Dirk Welch,  
Chair, presided.

Also present was guest speaker, Ms. Dianne Weakley, Director, Human Resources, and Barbara Merkle  
and Leah Vineyard.

The meeting was called to order at 10:00 a.m. by Dirk Welch.

Approval of Minutes:

The minutes of the August 8, 2012 meeting were presented. Patricia Lowry motioned to approve the  
minutes, Chris Stovall seconded; the minutes were approved (closed).

1. Guest Speaker, Ms. Dianne Weakley, Director of Human Resources

Ms. Dianne Weakley addressed the Staff Senate regarding some information pertaining to our health  
insurance program. She explained our health benefit program is HealthSelect and is under the  
administration of the Employees Retirement System (ERS). HealthSelect is a self-funded group and they  
must collect enough funds to adequately pay all claims and administration. The provider, United  
HealthCare (UHC) serves as a third party administrator for HealthSelect. UHC, as a third party  
administrator, provides claims processing and customer service for HealthSelect. Also, by state  
mandate, HealthSelect is required to maintain an availability of reserved funds. It is state law that a  
state employee’s health insurance premium be covered and half of the cost of their dependents’  
premium. ERS has a big job as they have to balance the premiums with the outgoing claims. There are  
500,000 insured in this group, including dependents, in the state of Texas. In Wichita County, there are  
approximately 9,000 state employees/dependents covered within the HealthSelect group.  
The ERS Aon Hewett conducted an audit of eligible dependents resulting in 11,530 dependents being  
dropped from the plan. Taking into account the cost of the audit and the loss of dependent’s premium,  
the plan will have net savings of $12.2 million dollars. The health insurance is bid out every six years  
and, in the last bidding cycle, UHC underbid BlueCross BlueShield (BCBS) by $11 million dollars. ERS  
estimates that over the six year contract period they will save $41 million dollars by contracting with  
United HealthCare (UHC). There are no basic changes to the health plan benefits design. Ms. Weakley  
gave the following helpful information:

✓ Effective 9/1/2012, UHC became the new HealthSelect provider under the ERS.
✓ Premiums increased by 7.36%--employee’s premium is fully paid and half of their dependent’s  
  premium is covered.
✓ Check to be sure your primary care and specialist physicians and hospitals are in the UHC  
  network. You can call your providers directly or use the provider finder website
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http://healthselectoftexas.welcometouhc.com/index.html. UHC is larger than BCBS nationwide, but some providers are not in their network, such as North Texas Rehab and some independent doctors and specialist.

✔ Any referrals to specialists you had under BCBS will have to be established as a new referral under UHC. Referrals were not transferred from BCBS to UHC. NOTE: There is only one person assigned at the Clinics of North Texas issuing new referrals.

✔ Contact UHC regarding any transitional benefits, for example, scheduled surgery, chemo treatments, pregnancy, etc. The link to the ERS form to submit for review and approval is as follows: http://healthselectoftexas.welcometouhc.com/assets/pdf/TOA-TOC_Form_for_ERS_of_TX.pdf

✔ New ID cards were issued by UHC. Ms. Weakley advised that if you have not received a new ID card for HealthSelect to check with their primary care physician to be sure they are in the HealthSelect network.

✔ The prescription benefits remain through CareMark, therefore the same prescription card will be used.

✔ UHC does not have a Par Plan Provider network. Therefore, an employee may be balanced billed by the non-network physician and will be responsible for payment.

✔ You may nominate a physician or hospital to be added to the UHC network and they will be contacted by UHC. The link to the form to submit a nomination is as follows: http://healthselectoftexas.welcometouhc.com/assets/pdf/Provider_Nomination_Process_Form.pdf

✔ Long term disability waiting period increased from 90 days to 180 days before payments begin.

✔ Retiree insurance benefits changed January 2012. Retirees and dependents age 65 plus are enrolled into HealthSelect Humana Medicare Advantage and they must be enrolled in Medicare A & B. The drug benefits remain the same. Currently, a retiree is allowed to request to change back to HealthSelect UHC.

✔ A $30.00 tobacco surcharge has been implemented. All employees, spouses and dependents that use tobacco products will each be charged an additional $30.00 on their insurance premium.

Ms. Weakley informed the senate members TRS (Teacher Retirement System) conducted a study to evaluate the possibility of changing the structure to a defined contribution plan like ORP (Optional Retirement Program) or a 401k. The study results indicated that it would eventually cause TRS to become underfunded for obligations to current retirees and would adversely affect future retirees.
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The 2013 Legislative Session opens the second Tuesday in January (January 8, 2013). The FY13 State funding shortfall is estimated to be $11 billion - 16 billion. The legislature will be reviewing ways to save dollars and the review will include the state employee benefits. Ms. Weakley and her staff will be monitoring the legislative process and will provide information to the MSU employees (no vote required, information only).

2. Correspondence: None

3. Staff Committee Reports:

Executive Committee: Met on Wednesday, September 5, 2012, to set agenda for Staff Senate meeting on September 12, 2012.

Long Range Review and Planning Committee: The Long Range Review and Planning Committee has not met, but Michael Mills reported there was a nomination received on the “You Make A Difference” website in September for Judy Salazar, Human Resources Assistant I, Human Resources. Current and past nominations for the “You Make A Difference” website can be found at http://www.mwsu.edu/staffsenate/difference.asp.

Communications Committee: No report.

Membership Committee: No report.

Bylaws Committee: No report.

Scholarship Committee: No report.

Administrative Council: Dirk Welch reported the Administrative Council did meet on September 10, 2012. Council met and the following were approved:

- Several MSU Policy additions/changes
- Two testing services fee increases
- New student organization—MSU Bigs (Purpose of this organization is to unite MSU students with Big Brothers Big Sisters of Wichita County)

A copy of the current and past Administrative Council minutes are available at http://welcome.mwsu.edu/president/administrative-council/minutes.asp?LL=82.

Faculty Senate: Dirk Welch reported the MSU Faculty Senate met on August 23, 2012. The current and past minutes of the MSU Faculty Senate meetings are available at http://faculty.mwsu.edu/senate/minutes.asp?LL=1602.

Student Affairs and Enrollment Management Council: Dirk Welch reported the Student Affairs and Enrollment Management Council met on August 21 regarding the following:

- Dr. Lamb provided the council with encouraging words and shared budget information.
- The 2011-2012 Assessment Plan update was provided by Dirk Welch.
- Matthew Park shared information on how to handle student access to confidential information.
- Meeting ended with Director Reports.

Please contact Treva Clifton, Assistant for the Vice President for Student Affairs and Enrollment Management at treva.clifton@mwsu.edu for copies of current and past minutes of the meetings.

Board of Regents: Dirk Welch reported the Board of Regents met August 9-10. Please see attachment 1 for items that received approval from the Board. Copies of current and past Board of Regents meetings are available at http://welcome.mwsu.edu/president/regents_minutes.asp?LL=83.

New Business:
Dirk Welch distributed to the MSU Staff Senate information regarding the 2012-2013 Council and Committee appointments (see attachment 2) formulated by the Executive Staff Senate Committee. He advised that each committee should identify a point person that will give updates at future Staff Senate meetings. Also, he distributed a list of the scheduled Staff Senate meetings for 2012-2013 (see attachment 3) and a color-coded chart showing the members of the MSU Staff Senate that have served or are currently serving since the beginning of the Staff Senate in 2008-2009 (see attachment 4) (information only, no vote required).

It was noted in the Executive Staff Senate meeting on September 5 that there was a discrepancy between the Staff Senate Constitution and the By Laws on when the elections are held for officers for the new fiscal year. The Constitution had the elections in the month of May and the By Laws had the elections at the first meeting in September. After further discussion, Chris Stovall proposed the elections of the MSU Staff Senate officers for the new fiscal year be held in August and to align the Staff Senate Constitution and the By Laws by revising both to show the revision. Patricia Lowry made a motion to approve the proposal; Lucy Davis seconded the motion. The following proposed changes will be forwarded to the Office of the President for review/approval:

2.393 Staff Senate
STAFF SENATE PURPOSE AND CONSTITUTION
Date Adopted/Most Recent Revision: 08/10/2012

B. Officers
The officers of the Senate shall be the Chairperson, Vice Chairperson, Secretary/Treasurer, and Parliamentarian, which will constitute the Executive Committee. During the month of May
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**August**, senators who will serve in the term beginning the following September, will hold an organizational meeting to elect officers for the new term. The current Chairperson will preside over the organizational meeting and no other business will be conducted. Members elected to the Executive Committee shall serve as officers for a one year term beginning September 1. The Chairperson of the Staff Senate shall be a voting member of the Administrative Council and shall attend the meetings of the Board of Regents. The Executive Committee may appoint ad hoc committees within the membership as deemed necessary.

Midwestern State University  
Staff Senate Bylaws  
2009  

IV. OFFICERS  

B. Elections  

1. Officers are elected at the meeting in **September August** for one year terms.  

*(Closed)*

5. **Open Forum:**  

It was noted by several members of the staff senate that the MSU Alert system to alert texts did not give enough information. Dawn Fisher reported she had contacted the University Police and they are in the process of upgrading the system.

Also, Michael Mills advised the members that due to the upgrade on the MSU Alert System, you may be receiving emails but not text messages to your mobile device. He advised that if you are presently only receiving emails from the MSU Alert System, but would also like to receive a text on your mobile device, you may have to go back into the MSU Alert website and set-up to receive texts. To log into your MSU Alert account go to [https://www.e2campus.net/my/mwsu/index.htm?LL=1075](https://www.e2campus.net/my/mwsu/index.htm?LL=1075).

6. **Announcements:**

7. **Adjournment:** The meeting was adjourned at 10:40 p.m.; members of the MSU Staff Senate met to have a group photo taken for 2012-2013. The next meeting is scheduled for Wednesday, October 10, 2012.

Respectfully submitted,

/SIGNED/

Peggy Brennan  
Staff Senate Secretary/Treasurer
The Midwestern State University Board of Regents met August 10, 2012. The following are some of the items that received approval from the board.

- Approved the $95.7 million operating budget for 2012-2013.

- Approved the Legislative Appropriations Request (LAR) including the Administrator's Statement, the exceptional item request for funding to expand critical field health science programs, and a tuition revenue bond request for the renovation of the Moffett Library facility.

- Approved a new policy in the MSU Student Handbook for addressing general student complaints, and policy changes related to sexual misconduct and sex/gender discrimination.

- Approved the Quality Enhancement Plan (QEP) topic proposal for undergraduate student research and the Strategic Plan goals:
  
  o Strengthen the extent to which MSU's mission and vision are effectively conveyed both within and outside of the organization, and serve as the basis for decisions.
  o Establish and implement processes for effective faculty recruitment and retention to ensure the highest quality faculty.
  o Increase the quality of education provided to students to ensure they have essential competencies to contribute to society, embark on or advance in chosen careers, and engage in lifelong learning.
  o Acquire and incorporate technology (equipment, software, processes, etc.) that enhances educational quality and operational effectiveness.
  o Increase the number and quality of students admitted to and retained in graduate and undergraduate programs.
  o Expand and diversify university resources.

- Approved granting faculty tenure to the following individuals:
  
  Dr. Ann Marie Leimer  
  Dr. Lynn Little  
  Dr. Betty Stewart  

  Art  
  Biology  
  Chemistry
### Staff Senate Executive Committee (2012-13)

- **Chairperson**: Dirk Welch
- **Vice-Chairperson**: Chris Stovall
- **Secretary/Treasurer**: Peggy Brennan
- **Parliamentarian**: Michael Mills

### Council Appointments (2012-13)

- **Administrative Council**: Dirk Welch
- **Academic Council (observer)**: Reagan Foster
- **Faculty Senate (observer)**: Chris Stovall
- **Student Affairs & Enrollment Mgmt Council**: Michael Mills
- **Board of Regents (staff representative)**: Dirk Welch

### Long Range Review & Planning Committee

- Ernest Cooper
- Michael Mills
- Sue Witherspoon
- Reagan Foster
- Jamie Fowler

### Communications Committee

- Patricia Lowry
- Peggy Brennan

### Membership Committee

- Marilyn Brown
- Dawn Fisher
- Jermaine Caussey

### By-Laws Committee

- Chris Stovall
- Gayla Aldrich

### Scholarship Committee

- Lucy Davis
- Lynn Stephen
- Mike Deming

### New Senators

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<thead>
<tr>
<th>New Senators</th>
<th>EEO Class</th>
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<tr>
<td>Gayla Aldrich</td>
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<td>Jermaine Caussey</td>
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<td>Dawn Fisher</td>
<td>3</td>
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<td>Reagan Foster</td>
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<td>Jamie Fowler</td>
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<tr>
<td>Michael Mills</td>
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<td>Lynn Stephen</td>
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<tr>
<td>Chris Stovall</td>
<td>3</td>
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<tr>
<td>Sue Witherspoon</td>
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MSU STAFF SENATE
SCHEDULE OF MEETINGS
2012-2013

September 12, 2012
October, 10, 2012
November 14, 2012
December 12, 2012
January 9, 2013
February 13, 2013
March 13, 2013
April 10, 2013
May 8, 2013
June 12, 2013
July 10, 2013
August 14, 2013

All meetings will be held in the Bryant Edwards Conference Center, located in the Dillard College of Business Administration, room 189
<table>
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<tr>
<th>EFO Class</th>
<th>2008-09</th>
<th>2009-10</th>
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<td>1</td>
<td>Barth Merkle</td>
<td>Pam Midgett</td>
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<td>Dirk Welch</td>
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<td>Pam Morgan</td>
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<td>Chris Gore</td>
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<td>Deivah Schnell</td>
<td>Dawn Fiedler</td>
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<td>Jolene Welch</td>
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<td>Marcus Hill</td>
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<td>Doug Collins</td>
<td>Doug Allison</td>
<td>Doug Allison***</td>
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<td>Steven Michael**</td>
<td>Edward Mark</td>
<td>Edward Mark****</td>
<td>Jamie Fowler</td>
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**Notes:**
* Doug Westbrook won re-election after a 4 year term, but changed EFO classes to receive her office.
** Steve Roberts could not fulfill his obligations and was in violation of a tenure.
*** Doug Allison resigned mid-term to fulfill obligations and had to vacate his senate seat.
**** Edward Mark could not fulfill his obligations and had to vacate his senate seat.

EFO Class 8 was held in September 2009 and held in September 2011.
EFO Class 9 was held in September 2011.
EFO Class 10 was held in September 2011.