

Minutes

K-State University Support Staff Senate

April 12, 2023 @ 1:00 pm

Cottonwood Room, K-State Student Union; Zoom Meeting ID: 940 8276 3637 Passcode: 349461

- I. Call to Order at 1:05 pm
- II. Roll Call: Kimm Dennis, Regina Crowell, Sandy Emme, Denny Ryan, Dylan, Lackey
Excused: Jane Cleveland, Thomas Fish & Bryan Hone
Liaison: Mishelle Hay McCammant, Emily Johnson, Tara Fronce, Justin Frederick
- III. Minutes from March
 - a. Motion and vote to approve March Minutes. Sandy Emme motioned to approve minutes as presented, Regina Crowell 2nd the motion. Motion passed.
- IV. Budget/Treasurer's Report – **Regina Crowell**
Only cleared transaction was the purchase of balloons for recognition ceremony, no paper report.
- V. HCS Report – **LaVerne Williamson** – No report
- VI. Administration and Finance Report – **Tara Fronce** – No report
- VII. Unclassified Professional Staff Affairs Committee Report – **Mishelle Hay McCammant**
Waiting for handbook committee to return review on 5-year review process. Constitution changes for Faculty Senate that passed last night. In general caucus they received concerns that staff did not feel represented because there was a lot of administrators. Needed to look at the pool but these are voted in. Committee voted to move the administrators out of general caucus to their own college caucus. Secret ballots are being removed, will officially vote on May 1st. Faculty & UPS are to have process in place within dept that they have input on that is to sit on Provost site. A lot of UPS is not addressed on majority of college websites. Provost has said he is looking into. This became a big deal because of last years merit raises. Many hadn't had evaluations in years. Naming a new co-chair to Professional Staff Affairs. Monica Cumutt has volunteered but this is not finalized yet, so not official.
- VIII. Office of Intuitional Equity Report – **Justin Frederick**
In stage of anticipating new Title 9 regulations release in May. Anticipate an August implementation date. They will then review PPM 3010.
- IX. USS President/Executive Council Report – **Mary Oborny**- Unable to attend but sent report. Regina Crowell & Denny Ryan will present information.
Shared governance proposal in FS has been put on hold until fall due to Faculty Senate Constitution changes that needed to be made as soon as possible.

Dean's Searches:

1. College of Architecture & Planning – Complete. Michael McClure hired from University of Louisiana at Lafayette to begin on July 1.
2. Arts & Sciences – On campus interview complete.
3. Health & Human Sciences – Failed. Committee has been formed to appoint a new Interim dean. No staff either UPS or USS on interim search. *Regina will contact the provost office about getting a member on the committee*

State UPS/USS Meeting – Denny He is sending out last mtg minutes to everyone. Talked about the COLA proposal where everyone gets a flat rate instead of a percent since all individuals are dealing with cost increase equally. There was some push back from individuals in Faculty Senate that the cost of housing is figured in this and helps with being below industry standards. Faculty Senate due to those individuals did not feel they could put forth letter of support. PSA is writing a letter of support. Denny will write a letter of support for USS. USS & UPS also are below industry & have housing so there is no difference. Many USS have not had pay raises in several years. Salary adjustments are different than COLA. COLA should be considered COLA and equal.

FS – Regina

Announcements:

1. Mike Seymour (President-Elect) has stepped down from USS Senate due to job requirements. With only 2 technicians covering both the Manhattan and Salina campus, he will be unable to fulfill the duties of President next year. We will need to elect both a new President and VP for next year.
2. Next year, Mary's involvement with USS Senate will be very limited. She will be taking on some new job responsibilities next year with my department. She will be around for any questions as needed.

X. Senate Standing Committees:

Communications – **Jane Cleveland/** - No report
Recognition – **Regina Crowell/Kimm Dennis**

XI. Campus Committee Reports:

Campus Recycling Advisory Committee –**Thomas Fish** – Jerry is retiring soon, and no one wants to take over.

Campus Planning and Development Advisory Committee – **Regina Crowell** Waiting for deferred maintenance until Strategic Planning makes decisions.

Campus Environmental Health and Safety Committee –**Dylan Lackey** – No report

President's Commission on Diversity, Equity, Inclusion and Belonging- **Thomas Fish** – No report
KSUnite

Parking Council – **Sandy Emme** – Has not been contacted for committee meetings schedule.

Active shooter training: **Sandy Emme** – Last time the trainers had done was 2019. Said it was slow start first day but then team smoothed out and was a good training/interesting. Ethan Erickson was an attendee and informed trainers building was scheduled for tear down so the trainers got more like it would be, without concern of damage to building. They are looking at doing ALICE training again
President's Commission on Gender Equity –

FS Salary and Fringe Benefits Committee –

FS Committee on Technology – **Regina Crowell**– Waiting for Strategic plan. Discussion of replacing Major system, ERP. Hoping they start with financial services. 83% completion on the cybersecurity.

FS Committee on University Planning – **Regina Crowell** no update

XII. Old Business:

- a. Recognition Ceremony – **Regina/Kimm**; Received 25 “Day offs”, \$2,000 in funding from the President, 400 cookies ordered, 150 fruit and 120 cheese, Pepsi donated soda & water, photographers ordered, Certificates being signed & student worker will put in holders, Speaker Linda Craghead. Please be at Union about 8:30 for set up or as soon as can. Only employed USS eligible for prizes. Must be there to be eligible for prize. If not, redraw. Program ready but not to print yet. Regina wants to change program to half size. Previously was write up about speaker. Asked that Regina take care of. Plaques have been submitted to be made. Excess magnets and phone card holder will be brought over from closet.
- b. Shared governance proposal- on hold for spring due to FS Constitution changes

XIII. New Business:

- a. Recruitment plan for Senators; Need to work on recruitment plan. Have an announcement made at Recognition ceremony. *Regina said she would put something in the program.* Start putting out word to other workers you encounter. Invite other to even the zoom.
- b. Elections – Will be done next month. Please think of who you would like to nominate.
- c. Pay increase – Custodial staff received a \$1.00 per hour pay increase. (Except those who were at top out of pay scale)

- XIV. Adjournment: Regina Crowell moved to adjourn General meeting, Sandy Emme 2nd the motion. Adjourned at 1:47 pm with Recognition ceremony discussion to happen afterwards.

Next meeting: May 10, 2023 @ 1:00 pm - Cottonwood Room