

Minutes  
K-State University Support Staff Senate  
June 8, 2022 @ 1:00 pm  
Flinthills Room, Union

- I. Call to Order: Meeting was called to order by Mary Oborny.
- II. Roll Call: Mary Oborny, Monica Macfarlane, Kimm Sanchez, Denny Ryan, Jerry Rogers, Jane Cleveland, Regina Crowell, Sandy Emme, Thomas Fish, Bryan Hone, Dylan Lackey, Mike Seymour  
Excused: Kelly Ingalsbe  
Absent: Marla Carstenson
- III. Liaisons: Mishelle Hay McCammant, Tara Fronce
- IV. Minutes from May: Motion to approve as submitted for May by Regina Crowell, seconded by Sandy Emme
- V. Budget/Treasurer's Report – **Kelly Ingalsbe**  
Balance as of 6/08/2022  
Foundation Account (C-21151-CS) one contribution of \$10.00, one meritorious award of \$200 for an ending balance of \$9,500.88  
Foundation Account (C-21155-CS) no activity for ending balance of \$195.07  
Foundation Account (C-223750-CS Awards Ceremony) Recognition expenses of \$3252.38 & pending expense for postage of \$643.09 for ending balance of \$2,996.25.  
State Account (NMAF205629) Expense of nametags of \$112.59 for ending balance of \$3,832.04  
Total Funds Available as of 6/08/2022 are \$16,524.24  
Motion to approve by Regina Crowell, motion seconded by Thomas Fish. June 2022 Treasurer's Report approved.
- VI. HCS Report – **LaVerne Williamson**  
No Report
- VII. Administration and Finance Report – **Tara Fronce**  
No Report.
- VIII. Unclassified Professional Staff Affairs Committee Report – **Mishelle Hay McCammant**  
Salary and Fringe Benefits (Parent committee Faculty Affairs) recommendation to administration about salary enhancement needs. Mishelle was able to provide feedback. The Salary and Fringe Benefits committee made recommendations to administration about salary enhancement needs. The recommendations were submitted to, and endorsed by, Faculty Affairs. These recommendations bring to light that Term faculty (UPS employees) do not receive pay raises like tenure-track faculty do. It was noted these recommendations did not consider the recent merit raises. Rather these recommendations were made to bring attention to the issues pertaining to current practices regarding faculty raises. Suggestions include making changes to the handbook so future practices are consistent across the board. This will be shared with administration at the next FSLC meeting with them. Discussion: a concern was noted that the only UPS employees considered for raises were those with the title of advisor or academic advisor. This is a concern because there only 56 UPS employees with either of these job titles, out of approx. 3,000 UPS employees overall. Career ladders are needed for all Staff employees; this is a much larger future conversation. Mishelle shared the area of most concern regarding Targeted Salary Enhancements (TSE) for Staff is in relation to USS employees--Average salary for full-time USS staff is \$35,000 and that figure has only risen by 6% since 2014. In that same time period, full-time faculty salaries have increased by 17% (It should be noted that faculty salaries are still low when compared to other Big 12 and peer institutions) and administrative salaries have increased by 10%.

FYI-- USS should be receiving a letter regarding pay increases. If you do not receive your letter, contact your supervisor. Tara provided update -- COLA was allotted at 2%. If you received a merit increase, your notification letter will also state that.

IX. President/Executive Council Report:

Mary met with Kevin Nalette, Interim Chief of Staff & Director of Community Relations the week of May 30 – June 3 for first time. Mary expressed concern regarding the lack of USS representation on administrative searches, currently there are 3 searches underway. Kevin explained that this was an oversight, simply due to the fact both he and president are new in their perspective roles. Mary stated it is important for USS employees to attend the open forums for these administrative searches. Kevin and Mary will continue to meet monthly to help keep communication open.

At the USS/UPS Joint Council meeting, the various KBOR institutions discussed the childcare services available for staff & students at their institutions. Additionally, the Docking survey results are scheduled to be released to the institutions in August. After the results came back for the 2019 Dockings survey, listening sessions were held to gather further feedback. Unfortunately, when COVID hit in 2020, the work on these sessions and recommendations came to a halt. Discussions are needed to decide if listening sessions will be held again when the results come back this time.

X. Senate Standing Committees:

University Affairs/Communications - **Jane Cleveland**

Pictures from the recognition ceremony are back and need to be put on the website. Jane hopes to complete this in the next week, after she finishes year-end items.

Recognition Ceremony – **Regina Crowell/Kelly Ingalsbe**

Regina would like to get together to write up a report about this year's ceremony to assess what changes may be needed for next year.

X. Campus Committee Reports:

Campus Recycling Advisory Committee – check their website for updates

Campus Planning and Development Advisory Committee – **Open**

Campus Environmental Health and Safety Committee – **Need 1 more (currently Rob Greves)**

KSUnite – see website for updates

Parking Council – No report, Teresa retired

President's Commission on Multicultural Affairs – **Open**

President's Commission on the Status of Women – **Monica Macfarlane/Kimm Sanchez**

Working on annual report for the President outlining work and projects carried out during AY 21-22. Monica has been nominated as Chair of that committee for next year.

FS Salary and Fringe Benefits Committee – **Open**

FS Committee on Technology – **Open**

FS Committee on Planning – **Monica Macfarlane, No report**

Search Committees for Deans and Above: CFO/VP Operations/COO, VP-Communications and Marketing, VP-DEIB, Interim Dean Arts & Sciences. Open forums will be starting this week. HHS Dean was failed search so that will be opening up again. Interim Dean will continue for another year.

XI. Old Business:

None.

XII. New Business:

a. Officer Installation/Senator Installation

Mary Oborny did the officer installation for 2022-2023 of Monica Macfarlane as President, Jerry Rogers as Vice-President, Kimm Sanchez as Secretary, and Denny Ryan as At-Large Representative.

Monica Macfarlane did the senator installation for 2022-2023 of Dylan Lackey, Facilities and Mike Seymour, Office of the Provost.

b. Committee assignments: Monica reviewed the current status of committee assignments and confirmed or changed per each senator's preferences. Please see MS Teams [file](#) in the General Channel/Contact Lists/2022-2023 folder. Monica sent out communications about serving on various university committees. Some non-senate members have

volunteered for the HCS Shared Leave Committee. Monica stated she would look at giving nomination preference to non-senators for the HCS Shared Leave committee as a recruitment tool for new senators. Monica will create a Qualtrics survey to find out senator assignment preferences on Presidential Committees/Commissions. Need senator responses by June 20<sup>th</sup>.

- c. Meeting time and dates: Monica will send out an additional Qualtrics survey with meeting time options between 9:00 a.m. and 2:00 p.m. for each weekday. Discussion of desire to ensure Facilities employees can attend meetings.
  - d. USS Senate shirts: The senate would like to order USS Senate shirts for our events. Email will be forthcoming; please watch to reply. Cost comparison will be conducted.
- XIII. Service: The Senate thanked Mary Oborny for her incredible service as President this past year and furthermore all she has done for USS employees. The Senate also expressed their gratitude for senator Teresa Adam's service. Teresa retired in May.
- XIV. Adjournment: Motion to adjourn by Regina Crowell, seconded by Sandy Emme. Meeting adjourned 1:54 pm

Next meeting: August TBD, 2022