

Minutes  
K-State University Support Staff Senate  
October 12 @ 1:00 pm  
Cottonwood Room, K-State Student Union; Zoom Meeting ID: 289 124 7737

- I. Call to Order at 1:10 pm
- II. Roll Call: Monica Macfarlane, Kimm Dennis, Regina Crowell, Mike Seymour, Mary Oborny, Denny Ryan, Sandy Emme, Tom Fish, Bryan Hone(zoom), Dylan Lackey, Jane Cleveland(zoom)  
Liaisons: LaVerne Williamson, Mischelle Hay McCammant, Tara Fronce, Emily Johnson
- III. Minutes from September – Attached  
Motion by Mary Oborny to approve September Minutes, second by Regina Crowell. Motion passed.
- IV. Budget/Treasurer's Report – **Regina Crowell**  
Balance as of 9/2022  
Foundation Account(C-21151-CS) one contribution of \$10.00, one meritorious award of \$200 for an ending balance of \$9,325.88  
Foundation Account (C-21155-CS) no activity for ending balance of \$195.07  
Foundation Account (C-223750-CS Awards Ceremony) Recognition expenses of \$265.58 for ending balance of \$2,730.67. All recognition expenses have now cleared.  
State Account (NMAF205629) Expense of HyVee lunch for May meeting 203.10 for ending balance of \$3,628.94  
Total Funds Available as of 9/2022 are \$15,880.56  
Motion to approve by Sandy Emme, motion seconded by Kimm Dennis. October 2022 treasure's report approved. (Due to System problem this is most recent available)
- V. HCS Report – **LaVerne Williamson**  
Reminder that open enrollment is happening now. HCS is trying to make sure everyone does have the access they need & questions are answered. (Jane also has website updated with this information)
- VI. Administration and Finance Report – **Tara Fronce**  
Four candidates for Environmental Health Safety Director, will be October 18<sup>th</sup>-21<sup>st</sup> 1030-11:30 in the library. It is the KSU newsletter today
- VII. Unclassified Professional Staff Affairs Committee Report – **Mishelle Hay McCammant**  
Last meeting with Jay Stephens & Shanna Legleiter to try and get answers about compensation and employment. Had a laundry list of items they went through & received answers to. University Handbook committee just reviewed their edits & moved them on to faculty affairs for the ombuds person position so that it is more directed, inclusive group. Next meeting, they will begin reviewing section C, one proposed change to C 152 of the handbook in regard to unclassified staff evaluation.
- VIII. Office of Intuitional Equity Report – **Justin Frederick**  
No report. Oversight that he was not added to the meeting notification, that has been fixed. Monica is going to follow up with him regarding the red zone he mentioned last month.
- IX. USS President/Executive Council Report – **Monica Macfarlane**  
Executive council has a meeting with Strategic planning on October 31<sup>st</sup> to provide input. They are gathering information from several different bodies. KBOR will be on campus, Executive council has meeting with them on November 17<sup>th</sup> at 1:30. Executive will get together on October 24<sup>th</sup> to discuss what we would like to discuss in preparation to make a power point. USS/UPS Council between the institutions did not have September meeting and an October meeting has not been announced yet. That has been transferred over from Fort Hays to KU. KU will be the host school this year. Docking Survey, all regents have agreed to release at the same time- November 1<sup>st</sup> at 10 am. A meeting is going to be set up with Kevin Mallet, DCM, to present that to the President's cabinet. Should happen here shortly so that it is before the information is sent out. Monica will let us know when that is scheduled for. Update Mischelle said meeting will be 24<sup>th</sup> with Dean's council and 27<sup>th</sup> is President's cabinet.  
Comments will not be shared in order to protect the privacy of employees & to protect the employee. Those on the committee did see the comments and will use to help address issues. They are trying to develop solutions for the issues discussed, not just present an issue.  
“Not problem to be a problem spotter, but you also need to be able to come up with possible solutions.”

X. Senate Standing Committees:

Communications – **Jane Cleveland/Monica Macfarlane** Jane: Email was sent for Reminder of the Benefit Fair and Benefits Enrollment from now until 10/31. Information was updated on website. Monica discussed spreadsheet she added to teams & tries to keep updated. Provost page has name with listed title that the title is incorrect for some USS. Non-senate representatives on committees, we need reports from these people to present at senate meetings.

Recognition – **Regina Crowell/Kimm Sanchez** - Want to set up meeting and hopefully piggyback to another meeting. We were looking at the 24<sup>th</sup> date. Will have to wait to hear from Monica when the President's cabinet & dean council meeting is scheduled for. Regina also has gotten shirt information and will be sending it out. Please provide your responses.

XI. Campus Committee Reports:

Campus Recycling Advisory Committee – **Marla Carstenson/Thomas Fish** – Tom stated they will be meeting this coming Monday so he will have a report next meeting

Campus Planning and Development Advisory Committee – **Regina Crowell** Meet discussing deferred maintenance. Had 17 proposals that totaled 8.5 million but there is only 5 million available. Very educational & interesting.

Campus Environmental Health and Safety Committee – **Marla Carstenson/Dylan Lackey**-Has not been contacted.

President's Commission on Diversity, Equity, Inclusion and Belonging – **Be Stoney**  
KSUnit – **Be Stoney**

Parking Council – **Sandy Emme/Mary Oborny** Have not received any notification

President's Commission on Gender Equity – **Monica Macfarlane** Working on what are some of the initiatives that they want to work on this year. Some are continuing from last year. One project from last year is becoming a pilot program on campus: menstrual equity. Kimm asked if this would be for the Salina campus also. Proposal was for all three campuses, but the pilot program is only in Manhattan, but intent is to expand to Salina and Olathe. Pilot program will provide free menstrual products with the restrooms, but they are looking at what scale. Thomas Lane will be helping. They are looking at dispensers with timers so that all supplies are not taken but does allow for those in need at time to get item dispensed.

FS Salary and Fringe Benefits Committee – **Mary Oborny** Has not been contacted yet.

FS Committee on Technology – **OPEN**

FS Committee on University Planning – **Monica Macfarlane** Denny Ryan attended the meeting for Monica. President was asked what he believes next generation means. A: Certificates, Extension programs, research, graduate students. Q: Things surprised about after coming here A: K-State pride, especially football. Surprised in negative way-inefficiencies, investments, branding, facilities(buildings), enrollment specifically out of state and relationship with legislature needs work. Q: About all the Emporia firing and why they used the KBOR policy instead of Emporia policy A: He was not sure why but thinks because the KBOR policy was faster. Per quote- "But we are not doing that here" He was asked about shared governance and what that looks like with having union and some discussions that went through that did not in the unions view include them fully. The part where union reps go out to the constituents and inform them and have a vote taken, that part had not happened yet according to union rep. Then coming back and finding out something was going to be moved forward, was concerning to union rep. VPs involved have been directed by Monica to speak to union rep. Their negotiation happened, but then information was pushed out to the colleges that this was what was going on before it was signed, and he'd gotten votes from his constituents. So that was that was the issue. Last question was about the social change. Employees are to avoid any impression on their personal accounts that employees are acting in an official capacity. They want employees to put a disclaimer on their accounts. Trying to avoid misconstrued perception of a person's comments being a representation of the university. There was a problem that this stated it had gone through both faculty senate and leadership, even student leadership and it had not.

Search Committees for Deans and Above – **Tara Fronce**

- VP for Diversity, Equity, Inclusion, and Belonging
  - Candidate(s) follow up interviews underway
- VP for Administration and Finance
  - Ethan Erickson appointed
- VP for Communications and Marketing
  - On campus interviews in mid-October
- Vice President for Executive Affairs, University Engagement and Partnerships, and Chief of Staff (VP/COS)
- Director of the Marianna Kistler Beach Museum of Art
- Dean of Health and Human Services\* Mary Oborny-deadline is approaching, and the committee will meet November 1<sup>st</sup>.
- Dean of the College of Architecture, Planning & Design
- Executive Director of Office of Recruitment and Admissions\* Kathy Fronce

Names noted with \* are the only USS representatives on any of these searches. In looking through announcements there are student representative and/or UPS representatives but not USS representatives. (College of Architecture, Planning & Design do not have USS employees anymore)

XII. Old Business:

- a. Committee Nominations Follow up; Monica has been reaching out and still trying to get information on appointments. Discussed website, Monica will send list of issues needing to be changed.
- b. Docking Survey update – noted above
- c. Senate Structure change discussion- There is a working group who has made a rough draft proposal. Monica will send it out for everyone to review and provide input. This is due to our numbers going down and the re-titling of positions to UPS. Trying to figure out if we will fall under Faculty Senate. What will it look like if we go under caucus. Maybe one representative for every 100 of us has been discussed. Reps must serve on standing committees-how would that look for us. Maybe ask to exclude from certain committees. Proposing for a three-year period, then review to see how this is affecting our group of employees. Support of shared governance to make sure our voices continue to be heard. Concern about whether we are able to partake in the work this requires. Meetings happen during times that we are not on campus. Working meeting will be held again later this month. Sending a draft of the caucus proposal, please review and give input.

XIII. New Business:

- a. KBOR meeting with Senate Exec 11/17
- b. SGA Resolution for student worker pay increases from September-Mischelle asked if we were aware & have been contacted. USS has not. SGA is asking that student pay be evaluated and maybe increased. Some of the salaries they're talking about would make them be paid more than a full-time state employee. She just wanted to make sure we are aware of the conversations. Students have concern about cost of living for students. It was asked if they are concerned about COL for students, why are they not concerned for the staff?

XIV. Adjournment: Tom made motion to adjourn meeting, Regina second at 2:20 pm

Next meeting: November 9, 2022 @ 1:00 pm - Cottonwood Room