

MINUTES
K-State University Support Staff Senate
Date: October 14, 2020
Zoom Meeting

I. Call to Order: Meeting was called to order at 1:10 pm.

II. Roll Call:

Present: Teresa Adams, Roxann Blasi, Marla Cain, Jane Cleveland, Penny Crawford, Monica Curnutt, Sandy Emme, Thomas Fish, Kelly Ingalsbe, Mary Oborny, Peggie Post, Kylie Rethman, Cyreathia Reyer, Dennis Ryan, Barb Wells, Debra Wilcox.

Excused: David Anderson, Becki Bohnenblust, Vickey Grochowski, Monica Macfarlane, Jerry Rogers, Debbie Webb.

Ex Officio: Mishelle Hay McCammant, Emily Johnson, Angela Patrick, Bryan Samuel, LaVerne Williamson.

Excused:

III. Minutes: There were some corrections found to be made. Kelly Ingalsbe moved to approve the September minutes with corrections. Motion seconded by Cyreathia (Sam) Reyer. September 2020 minutes, with corrections, approved.

IV. Budget/Treasurer's Report: Kelly Ingalsbe presented the September Budget/Treasurer's Report. The ending balances as of 9/30/20 for the following: Foundation Account (C-21151-CS) had a contribution of \$60.76 for ending balance of \$11,870.56. The Foundation Account (C-21155-CS) ending balance is \$195.07. The Foundation Account C23750-CS Awards Ceremony) has pending expense for Plaques for Employee Recognition of \$2,485.00 pending balance of \$2,015.00 however ending balance is \$4,500.00. The State Account (NMAF205629) has a pending expense of \$25.24 Mileage Reimbursement and pending expense of \$80.64 Plaque for USS Senate President pending balance of \$3,982.55 however ending balance is \$4,088.43. Total funds available as of 10/13/20 is \$20,654.06. Teresa Adams moved to approve the Treasurer's report. Motion seconded by Roxann Blasi. September 2020 Budget/Treasurer's Report approved.

V. HCS Report – LaVerne Williamson: 1. At previous meeting there was a question concerning liaisons requesting access to Supervisor Foundations Training. Liaisons wanting to participate in K-State Supervisor Foundations may **submit a registration** form though the HCS Learning & Development webpage. Verification from their supervisor is needed as well for a special request. Megan Eakin will reach out to you and your supervisor to get more information on why you would like to participate. If request is approved, liaison would be placed on a waitlist, to ensure all current supervisors receive priority enrollment. 2. David Brown, Director of Resource Center & Operations - October 6 article in K-State Today Today talked about Fraudulent Unemployment Claims. If anyone receives a notice from the Kansas Department of Labor indicating that a claim was made, please report to the KDOL fraud division and following the steps outline on the KDOL site. The link to report is [ReportFraud.ks.gov](https://www.kdol.gov/ReportFraud) . 3. EAP offering additional counseling services on Oct 29: Civil Unrest, encourage everyone to participate. 4. Remember to participate in Open Enrollment this month! Questions/remarks for LaVerne – KRONOS system will be introduced across university, a working group has been formed however no USS representation on this group. Also there is a working group on employee morale with no USS representation.

VI. Administration and Finance Report – Angela Patrick: Custodial Appreciation luncheon was held on Friday with 90-100 in attendance. Linda Craighead received an exemption from the county for the gathering. Bill Snyder gave a speech via Zoom. The Time and Leave (KRONOS) working group is meeting weekly – the goal is to switch the whole university over to e-time by

VII. Unclassified Professionals Committee Report – Michelle Hay McCamant: Last week at the Professional Staff Affairs Committee Dr. Samuel spoke about the Climate Survey and ways to encourage Diversity & Inclusion events including social justice information – Black Lives Matter. We had a good informative discussion. Working with providing some sort of actionable item for term employees to have representation at the university. We have been working on this for about over two years. There are just under 1500 term staff. There are 1700-1800 term employees with no representation of any form. We have the charge from Faculty Senate and must present later this year. Attempting to see if they can receive the same benefits as regular term employees for spouse and dependents

VIII. President/Executive Council Report – Mary Oborny: October 1st was the Council of Senates meeting. Discussion was held about what USS numbers are at other institutions and what representation looks like at other schools. USS numbers are declining at all schools with the move to hire Unclassified Professional Staff at all schools except Pittsburgh State. K-State seems to be the only school replacing USS with UPS-Term positions. A committee is being formed now to create the next Docking Institute survey. Peggie Post has been submitted as our representative with Denny Ryan as an alternate if they need additional committee members. The next meeting will be held on Nov 4th and will be a joint meeting with the Unclassified Professional Staff representatives.

Work has begun on the subcommittee on term appointments under the Professional Staff committee. The committee met on 10/6 and identified key issues and concerns. Jay Stephens will attend the next meeting.

The Listening Sessions committee from the Docking Institute has reviewed the listening sessions results and has developed a Qualtrics survey for all USS/UPS to answer to ensure that the top priorities were identified. Please make sure you review and respond to the survey and encourage others to reply. The bullets under top priorities are what will be forwarded to HCS and administration. Survey will be from Oct 20-Nov 2nd.

Sam Reyer and Mary Oborny met with President Myers and VP-HCS Jay Stephens on Oct 9^h to discuss any priorities that the President has for the Senate and to discuss the future of USS. A meeting was also held with Drs. Mindy Markham and Brian Lindshield to discuss USS representation could look like in the future. Dr. Lindshield had done research a few years ago particularly looking into KU's model along with other peer institutions. KU has an overall University Senate with Faculty Senate, Staff Senate and Student Senate underneath. It is set up so that the faculty senate is weighted and essentially gets whatever they want. By comparison with other peer institutions, our faculty Senate is large. A suggestion has been made that one option moving forward would be to form an Academic Senate and a Staff Senate with representation being split by job classifications rather than USS or UPS. Another option would be for USS to move to a committee under Faculty Senate similar to the Unclassified Professionals.

Oct 12th Sam and Mary met with Cindy Bontrager and Jay Stephens. Discussed the possibility of a coat drive. Both are in support if we can determine logistics in order to do so safely. Since we are at the middle of October, we would possibly need to extend the dates of collection and distribution. Jay suggested that we would need to staff it this year to ensure safety protocols in which case we would possibly need assistance from Faculty Senate and/or SGA if they are willing.

IX. Senate Standing Committees:

- A. Communications:** Jane Cleveland continues work on updating the website.
- B. Governmental Affairs:** Dennis Ryan reports Marla Cain is our new Senator – Marla brief intro – has been at K-State for 6.5 years as Custodian and has lived in Manhattan all of her life. She is happy to be here.
- C. Recognition Ceremony:** Kelly Ingalsbe, Co-Chair, reports that all plaques and awards are in her office. Emails have been sent to each unit for a representative to pick up including a request for pictures of recipients as they receive their awards/plaques so that we can include them on the website. We may have to seek options for next year's awards as the award creators at Polytech have moved to other positions.

- D. **University Affairs:** Sandy Emme is working on a timeline for the coat drive, gathering coats, working on staffing and location. Mary will pull others from larger committees to help University Affairs and send updated list to her.

X. Campus Committee Reports:

- A. **Recycling:** No report - check the website for updates.
- B. **Planning and Development Advisory Committee:** No report.
- C. **Environmental Health and Safety Committee:** No report, July meeting cancelled meets again in August.
- D. **KSUnite** – weekly update in K-State Today. Dr. Bryan Samuel does not know how many of the Senators present had the opportunity to participate in KSUnite. I hope you noticed that the speakers, presenters and live experience point of view was good for helping our university grow. You also likely saw the hijacking and trolling – I am simultaneously proud and displeased at once. The virtual environment was necessary due to pandemic restrictions which also led to some issues. I believe our university deserves better, those on the committee, DCM and my assistant worked very diligently in setting up these panels and worked than everyone battled through a period of disruption. We will learn how to create a platform that will work better next time. We had abilities set up to block but they overcame them in ways we did not believe were possible and I apologize. Senators stated - yes we saw the comments, but the speakers were appreciated and were very wonderful. We were booted off briefly due to the hackers, we learned a great deal and overall enjoyed KSUnite. Thought the session with Bucky Echohawk was very engaging. Dr. Samuel added that Mr. Echohawk's finished piece is phenomenal. In response to a question about availability of recorded sessions, he stated that we did not want to record the break-out sessions as we did not want to stifle the open speech. The plenary sessions will be scrubbed clean and made available in the future.
- E. **Parking Council:** No report – has not yet met.
- F. **President's Commission on Multicultural Affairs:** Roxann Blasi: Oct 20th upcoming meeting view site please, much information there.
- G. **President's Commission on the Status of Women** – Barb Wells/Debra Wilcox: Our guest this month was General Counsel Shari Crittendon who spoke about many issues confronting our university today including Free Speech and the new changes in Title IX. We enjoyed a very informative discussion with her. Our working groups are reforming and projects are underway.
- H. **Faculty Senate Committee on Technology:** No report.
- I. **Faculty Senate Committee on Planning:** Cyreathia (Sam) Reyer - Discussed spring 2021 teaching modalities, quarantine and isolation, commencement concerns. Discussion regarding furloughs – some felt they were not fair. Concerns were raised that colleges/units were not utilizing the Committees on Planning. The web is very outdated for the CCOPs. Discussed the involvement of non-faculty is not mandated.
- J. **Faculty Senate Salary and Fringe Benefit Committee:** Cyreathia (Sam) Reyer - Reviewed the scope and charge of the committee. Chris Urban has started working on the 2020 faculty salary report. Furloughs were discussed. More discussions related to raises and what metrics might be used for getting rid of furloughs. Discussed the on-going issue of term employees not receiving dependent/spouse tuition assistance. Term appointments may be less likely to speak up and may not experience the same freedom or even climate as regular and/or tenured appointments.
- K. **Search Committee for Deans and Above:** No report

XI. Old Business:

- A. Installation of new Senator Marla Cain. Welcome Marla!

XII. New Business:

- A.** Coat drive.
- B.** Sam – was virtually presented with her 2019-2020 USS Senate Presidential Plaque it will be delivered to her home.
- C.** We still need a USS Vice President for 2020-2021 who will become USS President 2021-2022. Please consider this important position. Sam has been sitting in as VP and doing a great deal to assist Mary.
- D.** Please encourage people in your area to pick up their awards.

XIII. Adjournment: Cyreathia (Sam) Reyer moved to adjourn the meeting. Motion seconded by Jane Cleveland. Meeting adjourned.