

Minutes
K-State University Support Staff Senate
Senate Meeting Begins 12:30 pm
April 12, 2017
Cottonwood Room – Student Union

- I. **Call to Order:** meeting was called to order at 12:35 pm.

- II. **Roll Call: Present:** Roxann Blasi, Becki Bohnenblust, Ruth Bundy, Jane Cleveland, Susan Erichsen, Carrie Fink, Stephanie Fox, Tara Fronce, Brittany Green, Vickey Grochowski, Susan Hazelbaker, Kelly Ingalsbe, Kerry Jennings, Emily Johnson, Joy Knutson, Randall Lindstrom, Gina Lowe, Carol Marden, Paula Moseley, Brenda Nowakowski, Felisa Osburn, Susan Shuman, Cathleen Stotts, Pam Warren, John Wolf, Kari Zook **Excused:** Steve Greinke, Cyreathia Reyer

- III. **HCS Reports:** Gina Lowe:
Gina introduced Ben Jackson, the Assistant Director of Talent Acquisition. He is currently working mostly with Arts and Sciences.
Benefits: There will be a retirement week April 24 – April 28. We are hosting a workshop or seminar each day related to retirement.
Monday – Cracking the Nest Egg - VOYA
Tuesday – Social Security – Social Security Administration
Wednesday – Within Reach: Transitioning from Career to Retirement - TIAA
Thursday – Medicare Basics – Jennifer Wilson with K-State Research and Extension
Friday – Sailing Away – Webinar through the Employee Assistance Program
More information will be in K-State today and in employees email this week and next.
We will be doing an open enrollment for TEA's life insurance and short term disability through The Hartford. Open enrollment will run from April 17 – April 28. Information will be forthcoming from the benefits office. Learning & Development: They have closed out the Professional Development Needs Assessment. Our results are below: Total: 27% (1519/5607), Unclassified: 37.9% (576/1519), USS: 32.2% (489/1519), Faculty: 19.6% (297/1519), Executive: 10.3% (157/1519). Now they are diving in and dissecting the results to share with the campus community in the month of May. Shanna Legleiter is also working with several departments who have requested teambuilding retreats this summer.
Resource Center and Operations: They are gearing up for summer with Summer Transaction Training for HCS Liaisons starting tomorrow from 8:30 – 11:30 in Edwards Hall Commons.
Office of Institutional Equity: Reminder to check Learning and Development through HRIS for upcoming and ongoing anti-discrimination trainings. WTD 168: Recognizing and Reporting Sexual Harassment and Sexual Violence, University Response and

Resources Tuesday, April 25, 3:00pm - 5:00pm Leadership Studies Room 127 WTD 169: Recognizing and Reporting Discrimination, University Response and Resources ROOM. Monday April 24, 10:30am - 12:30pm Leadership Studies Room 123.
Compensation & Organizational Effectiveness: Derek Smith took questions about Total Rewards. He stated that the Total Reward designations for employees covered under the KAPE agreement are ready as soon as negotiations have been completed.

IV. **Admin & Finance Liaison Report:** Tara Fronce

Budget-FY17: There will be no further state cuts. FY18: There are still a lot of unknowns. The Legislature still has to pass the FY18 budget, a tax plan and a school finance plan.

Space Migration Work Group-The Space Migration Work Group outcomes were announced in K-State Today last Thursday. Since very few proposals in this phase resulted in vacated space, a formal space allocation process will be developed to review space requests on an as needed basis instead of continuing the annual space migration process.

Weapons policies- There will be on-line modules available for training.

I. **Minutes from Previous Meeting:** March 8, 2017, Randall Lindstrom moved to accept the March minutes with minor corrections. The motion was seconded by Jane Cleveland. The motion carried.

II. **Treasurer's Report:** Susan Erichsen

Report for the period of March 1 – March 31, 2017. Foundation Account (C-21151-CS) has a balance of \$8,569.04; Foundation Account (C21155-CS) has a balance of \$242.35; Foundation Account (C23750-CS) Awards Ceremony has a balance of \$1,965.84; State Account (NMAF205629) has a balance of \$1,052.00: for a total balance of \$11,829.23. Kerry Jennings moved to accept the budget/treasurer's report. The motion was seconded by Brittany Green. Motion carried.

a. USS Employee Opportunity Fund Report- no awards given.

III. **President's Report:** Carol Marden

President Myer's inauguration is April 28. Seating is limited for the inauguration at the McCain Auditorium. Everyone is invited to the reception following under a large tent on Anderson lawn. A rain location is being sought if for bad weather. Watch the K-State Today.

April 13 @ 2:30, Alumni Center ballroom will be the presentation location for the 2nd candidate for VP of Human Capital Services. It is vital that all Senators fill out the evaluation survey.

The Executive Council had requested I meet with President Myers concerning topics including the seeming conversion of USS to UPS. That meeting was held with Carrie

Fink, VP of HCS Jeff Morris, and I. The discussion was well received but there was no final determination. The President requested more information from VP Morris. The 2nd topic was the Total Rewards proposal, specifically the reaction to the bottom 3 grades being removed. President Myers was informed that this was an action taken by the State when the market analysis was completed by the Hay Group in 2005 or thereabouts. This action created a compression that we still haven't recovered from and removing the bottom grades is similar to that action and will just compound the issue.

Thanks to Stephanie Fox, Carrie Fink and the members of the University Affairs for their work with the Spring Open Forum. There were 197 live streams as well as those in attendance.

There was a regular meeting of Governmental Affairs with Sue Peterson where it was stated that deferring payments of KPERS is not well received at the legislative level. However everything is on the table in order to balance the budget. For the first time in nearly a decade there is talk of giving state employees a raise, specifically restoration of 1% of the 5% that was cut in FY 18. Again, nothing is final until the Governor signs.

IV. **Old Business:** no old business.

V. **New Business**

a. New Officer Selection/Voting: Kerry Jennings moved to table the 2017/18 election of the Executive Council until the May meeting. The motion was seconded by Becki Bohnenblust. Motion carried.

VI. **Senate Standing Committees**

a. Communications Committee: Emily Johnson is working on articles for the Roar by Friday if possible. She would like to have a new edition out before the Recognition Ceremony.

b. Governmental Affairs Committee: Elections were completed in March. There were 6 positions open across 5 units. The new Senators are;

Student life – Doug Kraemer

Agriculture - Aimee Hawkes

Education – Debra Wilcox

Libraries – Kim Piper

Polytechnic – Annette Hernandez

The new Senate president will need to appoint 2 more senators for Student Life.

c. Recognition Ceremony Committee: The ceremony will take place in 2 weeks on April 26. The location for the ceremony in 2018 will need to be discussed as the

Ballroom is busy on Administration Professionals Day. It could be held on a different day or we could look for different locations.

- d. University Affairs Committee: The Open Forum was successful. Thank you to the committee.

VII. Campus Committee Reports:

- a. Campus Recycling Advisory Committee: They met on Monday April 10. K-State is in 2nd place for the Big 12's Recyclemania. There are big plans for recycling during dorm move-out. There are also plans to do a tie in during move-in in the Fall.
- b. Campus Planning and Development Advisory Committee: They discussed whether to continue to have food trucks on campus. The city requires the trucks to be on private property.
- c. Campus Environmental Health and Safety Committee: No report
- d. Commission on the Status of Women-the Professional Development Fund team met and awarded 16 employees with moneys to be used towards professional development. Our next meeting is April 19.
- e. Weapons Advisory Council: The council met and they are working on the on-line training modules. They are moving forward with the policies as is though there are still rumblings of change in Topeka.
- f. Search Committees for Deans and Above: The Dean of Arts and Sciences search is complete and will be making an announcement soon.
- g. Parking Council- The Open forum will be Thursday April 27th, from 1 to 2:30 in the Big 12 Room of the Union. At this time there is no plan to raise prices on permits. There is some discussion about zone parking if we lose another parking lot. They are aware of problems with the shuttle.
- h. Other:

VIII. Adjournment: The meeting was adjourned at 2:04.

- Next Meeting: **May 10, 2017, Cottonwood Room**