

MINUTES OF THE CLASSIFIED SENATE
December 1, 2004

- I. Loleta called the meeting to order** - She reminded everyone that we need to sign the Acceptance Form.
- II. Roll Call**
- A. Attending: Lori Buss, Paula Connors, Eddi Devore, Susan Ekstrum, Kristi Fronce, William Glover, Janel Harder, Debbie Hedrick, Doreen Kimbrough, Claudia Leeds, Laverna Leeson, Cheryl Martin, Theresa McCarthy, Beth Miller, Roxana Ortiz, Cyreathia (Sam) Reyer, Cathy Sandoval, Linda Sorell, Loleta Sump, Marlene Walker, John Wolf, Gay Youngman
 - B. Excused: Sue Figge, Vickey Grochowski, Deb Stryker, Richard Herman
 - C. Unexcused:
 - D. Roll call was answered by each senator telling what they were currently doing to keep their peers informed on what was happening in classified senate.
 - E. Lori Buss will be replacing Pam Davis as classified senator.
- III. Gary Leitnaker Report** – Gary was absent.
- IV. Minutes**
- A. Minutes from the November meeting were distributed. Deb Hedrick needed to be added to the November meeting notes. Susan moved to approve with the addition. Laverna seconded. The motion carried.
- V. Budget**
- A. The budget report was read by Linda. Sam moved to approve. Cheryl seconded. The motion carried.
- VI. Executive Council Report**
- A. Good news items – Lori Hutchins (previous senator) is engaged. Gay Youngman has received a promotion to Library Assistant III.
- VII. Senate Standing Committees**
- A. Campus Affairs Committee
 - 1. Classified Employee Recognition Ceremony – May 18, 2005
 - a. Progress report – Sam indicated she needs any information people have on door prizes.

Laverna indicated that she, Kristi and Richard had met and discussed awards. Lists need to be received from Human Resources so the group can determine the number of awards that will be needed for pricing.

Loleta indicated we need a group for the employee of the year recipients. She also indicated Janel would probably need help with the programs.

We discussed asking Governor Sebelius, the Lieutenant Governor or Provost Nellis to speak at the ceremony.

We also discussed needing more snacks this year.

Linda suggested setting a cut-off date on the door prizes. Last year there were at least six who missed getting on the sheet.
 - 2. Public Relations
 - a. Sam will try to get things out before Christmas break for the ROAR.
 - 3. Personnel Benefits – No report.
 - 4. Education & Enrichment
 - A. K-State Savers Course – Loleta said this was discussed during the joint meeting with Faculty Senate. Jackie Spears found Dr. Esther Maddox who is developing a program for Fort Riley. It will begin January 9th and is a ten week program. It will be presented three times a week during

lunch. It will be a brown bag lunch lasting forty minutes. There is no charge. It will teach how to save money and deal with investing also. Loleta needs to talk to Gary about the printing costs of brochures. This information will be on the web site. Discussion followed. General consensus was that this was a good idea.

B. Legislative Affairs Committee

1. Codes & By Laws – No report.
2. Elections

A. Lori Buss is the new senator for Vet Med.

3. Legislative Forum – Marlene indicated Sue Peterson, Legislators, commissioners will attend. They will discuss post secondary education. Alternative to the civil service will be discussed. Faculty Senate will contact everyone. They have no idea how many will show up. The time for the classified session will be at 2:30pm. More information will be sent out. Loleta encourages testimonials regarding salary and health insurance. Employees will probably need to use their leave. A web site on education funding was discussed. Bill indicates that Lana Oleen doesn't think we should completely leave civil service.

VIII. Campus Committee Reports

- A. Peer Review – No report
- B. Recreation Council – No report
- C. Recycling – No report
- D. Advisory Committee on Campus Development & Planning Policy – Loleta will get information.
- E. Training and Development Advisory Committee – Will meet on the 15th.
- F. Employee Tuition Assistance – No report
- G. United Way – No report.
- H. Council on Parking Operations – Laverna indicated they are looking at the metered lot south of the Union. A business person will be hired to research and help determine costs, etc. This will be costly and problems will be created while constructing. Permits and citations will go up.

IX. Old Business

- A. Storage Space – Loleta indicates It will be worked on over the holidays.

X. New Business

- A. Discussed the classified senate banner used during the Benefits Fair. Discussed having Classified Senate added to the other side.

XI. Adjournment – Laverna motioned and Marlene seconded. The meeting was adjourned.