

K-State Classified Senate
Meeting Minutes
January 14, 2004
K-State Student Union Room 213

1. *Roll Call, Lori Hutchins*

Present: Gay Youngman, President; Loleta Sump, President Elect; Ginger Schwerdt, Vice President; Jackie Yonning, Budget Coordinator; Lori Hutchins, Member at Large; Gary Leitnaker, Administrative Liaison; Paula Connors, Eddi Devore, Kristi Fronce, Bill Glover, LaVerna Leeson, Cheryl Martin, Theresa McCarthy, Donna Rogers, Cathy Sandoval, Sharon Schroll, Debra Stryker, Marlene Walker

Absent (excused): Pam Schierer, Secretary; Sam Reyer, Member at Large; Pam Davis, Sue Figge, Janel Harder

Absent (unexcused): Beth Miller, Linda Sorrell

Guests: Mary Sutton, John Dooley, Roger McBride, Jeff Wicks, Nancy Twiss, Doreen Kimbrough, Richard Bremer, Leah _____ (Manhattan Mercury)

2. *Executive Council Report, Gay Youngman*

Gay opened the meeting with the Executive Council Report, to allow Gary and the KU representatives time to be seated. Her report included the EC's discussion of the newly proposed quarterly meetings between the Classified Senate and Board of Regents representatives. She suggested that this responsibility be added to either the Campus Affairs or Legislative Affairs Chair's position description as KSU's representative. The Codes and By-Laws committee will write up a proposal to be presented at the next Senate meeting.

3. *Gary Leitnaker, Division of Human Resources*

Gary announced that W-2 forms have been mailed, and that we should contact HR if we haven't received them yet. He also reminded us that we will receive a third paycheck January 30, as well as in the months of July and December this year, which will affect our total annual income for the year 2004. Marlene asked if the position evaluation process review had been finished yet; he reported it is still being worked on. In response to Bill's question about the University's tuition waiver proposal, he said it has been submitted to the Board of Regents, but he had no further information at this time. He confirmed that the Governor has requested a 3% COLA increase for FY 2005 from the Legislature.

4. *KU Civil Service Alternative Presentation, Ola Faucher and Eleanor Kent, guests*

This is a joint effort of both KU's administration and Classified Senate, with the main idea being to enable all the Regents' universities to choose as they see fit which system works better for their campus. A copy of the full proposal can be found at http://www.ku.edu/~kuhr/alt_civil_service.shtml. A brief history of the efforts undertaken at KU to find an alternative to the Kansas Civil Service was provided, with a question and answer session following. The general topics were:

-- employees in the proposed system would be known as University Support Staff
-- KPERS, holiday schedule, and leave earnings would remain the same as the current system

-- pay raises would be based on an automatic 2/3 for earning a satisfactory evaluation, with the other 1/3 based on supervisor's/department's discretion, under explicit guidelines for qualification and use of the funds

The proposal was being submitted to the Board of Regents the same day, with the offer to keep us updated of their continuing efforts.

5. *Meeting Minutes, Gay Youngman*

Minutes for the December 2, 2003, meeting were distributed. Eddi made a motion to accept, and LaVerna seconded. Motion passed.

6. *Budget Report, Jackie Yonnig*

The budget as of 1/14/2004 was reported. Ginger made a motion to accept, and Donna seconded. Motion passed.

7. *Senate Standing Committees*

- A. Codes & By-Laws: see Executive Council report
- B. Education and Enrichment: Cathy reported this committee has met, and will continue to follow-up on the tuition waiver proposal.
- C. Election: Paula reported that notebooks for new Senators are being prepared. It was urged that the rules and structure orientation that was previously provided by this committee be reestablished as quickly as possible under this new leadership.
- D. Personnel/Benefits: Theresa reported that this committee has met, and is discussing proposals for some "tweaking" of the benefits open enrollment procedure.
- E. Public Relations: NO REPORT
- F. Recognition Ceremony: Ginger asked that all Senators take part in following-up on the letters to the door prize donors, and passed around a list for sign-up. The letters to the Department Heads and Administrators to request the names of their winners to be recognized at our ceremony will be going out soon.
- G. Campus Affairs: Loleta said that this committee has created a mission statement, which will be provided to the full Senate. She also volunteered to direct a Standing Committees Chairs/Facilitators meeting, to enhance communication between the committees.
- H. Legislative Affairs: Marlene reported that they will be meeting to create a mission statement, as well as to finalize the February 10 Legislative Day plans. Theresa McCarthy was added as a member of this committee.

8. *Campus Standing Committees*

Only the United Way committee had a meeting over the break. Gay reminded us that there is no need for representation on the Employee Tuition Assistance committee, as all applicants were able to be funded for the Spring 2004 semester.

- G. United Way: Loleta reported they are gearing up for the 2004 campaign. She said the 2003 campaign exceeded the University's goal.

9. *Old Business*

Bill asked if the proposal for changes to retirement benefits would be returned to the Joint Senates Position Paper for FY06. Gay confirmed the decision to do so was agreed on at the last meeting of the senates.

10. *New Business*

Gay announced that KAPE representatives would be our guests at the February meeting.

11. *Adjournment*

LaVerna made a motion to adjourn, Jackie seconded. Motion passed.

Respectfully submitted,

Lori K. Hutchins