

Minutes of the K-State Classified Senate

January 9, 2013

I. President Dale Billam called the meeting to order.

II. Roll Call

- A.** Present: Mike Ashcraft, Dale Billam, Ramon Dominguez, Michele Edwards, Susan Erichsen, Pat Fine, Janet Finney, Doris Galvan, Jennifer Gehrt (for Gary Leitnaker), Annette Hernandez, Kerry Jennings, Kari Lindeen, Sharon Maike, Carol Marden, Christina Nash, Lesa Reves, Rob Reves, Michael Seymour, Maria Sweet, Janice Taggart, Lindsay Thompson, Pam Warren, John Wolf, Terri Wyrick
- B.** Absent, Excused: Brad Millington
- C.** Absent, Unexcused: Will Hirsch
- D.** Guest: Becki Bohnenblust

III. Associate VP/Human Resources & Parking Services Report

- A.** Jennifer Gehrt, attending for Gary Leitnaker, reported that Char Shropshire has been working on campus guidelines for the Employee Suggestion Program, and hopes to have them completed by February 1.
- B.** Dale Billam had a question regarding employees working extra hours on New Year's Eve. Jennifer said she would check into the situation.

IV. Minutes

The minutes were reviewed. Rob Reves moved to accept the minutes. Lesa Reves seconded the motion. Motion passed.

V. Budget/Treasurer's Report

Annette Hernandez presented the budget report for the period November 1-December 31, 2012. Foundation Account C-21151-CS has a balance of \$2,186.60; Foundation Account C-21155-CS has a balance of \$259.01; Foundation Account C-23750-CS Awards Ceremony has a balance of \$43.59; and State Account NMAF205629 has a balance of \$1,892.63. Total funds available are \$4,381.83. Pat Fine moved to accept the treasurer's report. Rob Reves seconded the motion. Motion passed.

VI. Executive Council Report

Nothing to report

VII. Classified Senate President's Report

Dale Billam reported that he attended the President's Cabinet meeting where the duties of the Office of General Counsel were discussed. A new e-mail system, probably Google, could be installed as early as this summer. There will be more on-line instruction courses offered and their numbers will continue to increase. The Kansas Legislature convenes

Monday, January 14, with the information being put forth at the moment that K-12 and higher education funding won't be reduced. Dr. Clarence Jones, a speechwriter for Dr. Martin Luther King, Jr., will be the featured speaker for the MLK celebration on campus.

VIII. Senate Standing Committees

Classified Employee Opportunity Fund gave a report, and Legislative Affairs Committee, Recognition Ceremony Committee, and Public Relations Committee met.

- A.** Classified Employee Opportunity Fund: Annette Hernandez read a thank you note sent to Classified Senate from one of the Meritorious Service Award winners.
- B.** Legislative Affairs Committee: Lesa Reves reported that work has begun on the Senate elections to be held in March. The nomination form will be sent out, with nominations being accepted February 1-20. The elections will be held March 1-15. There are 2 seats in Agriculture & Extension, 1 in Arts & Sciences, 1 in Business, 1 in Veterinary Medicine, 2 in Administration & Finance, 1 in Local Agencies, and 1 in President/Provost that will be available. All of the people currently holding these positions are in their first term and thus eligible for another term. Senators attending Day on the Hill on January 30 will meet at 7 a.m. to leave for Topeka.
- C.** Recognition Ceremony Committee: Annette Hernandez will order a new banner to be used for the ceremony in April.
- D.** Public Relations Committee: Lindsay Thompson reported that the next issue of the ROAR will be distributed at the end of February, and she named several articles that would be covered in the issue. The Senate open house will be held at the February meeting, and the committee will distribute a flyer to advertise it. Questions will be addressed from guests at the meeting as they come up. Kerry Jennings moved and Annette Hernandez seconded a motion to provide water, tea, coffee, and cookies at the open house if the expenditure of funds is approved and the cost is not too prohibitive. Motion passed.

IX. Campus Committee Reports

- A.** Alternative Service Committee: Carol Marden reported that the committee had a meeting with KU personnel. Summaries of the committee's work will appear in K-State Today this week and next week. From March-May the committee will be meeting with individual departments to gather feedback and disseminate information. In the fall they hope to present a plan, then after 90 days a vote will be taken. They are planning to distribute their information in a variety of ways to ensure classified employees are kept informed, utilizing their website, e-mails, hard copies, and K-State Today.
- B.** Faculty Senate Fringe Benefits Committee: Pam Warren provided a copy of the proposal that was submitted to the Faculty Senate committee regarding tuition assistance.
- C.** Recycling Committee: Mike Ashcraft reported that they are looking at ways to improve access points on campus.
- D.** Council on Parking Operations: Terri Wyrick reported the committee has been examining issues related to bikes on campus. Terri also said if you have a problem with

snow removal on sidewalks to contact Facilities, and if it is a problem in a parking lot to contact Parking Services.

- E. Service & Maintenance Committee: Dale Billam reported the committee has a new chairperson. They have been working on fixing more sidewalks and steps across campus, and they have also been examining bike safety.
- F. Search Committees: Pam Warren reported that the search for head of the Dept. of Accounting has been slowed by the low number of applicants. Annette Hernandez reported that a search firm had been hired for the opening for Engineering Technology Department head on the Salina campus, and applications close for this position January 25.
- G. K-State Sesquicentennial Committee: Becki Bohnenblust reported on the upcoming events for the sesquicentennial celebration, which will begin on Thursday, February 14 from 1-7 p.m. with an open house in Ahearn. Becki urged everyone to send in nominations for Notable Wildcats, and to continue to check the committee's website for further information: <http://www.k-state.edu/150/>

X. Old Business

- A. Suggestions have been received for a list to present to President Schulz with ideas that could be implemented to improve our working conditions and morale. Senate Vice President Janice Taggart compiled the list, it was sent out to Senate members to review, and the entire list will be forwarded to President Schulz.

XI. New Business

- A. President Dale Billam reported that Paula Connors has accepted a new job so will no longer serve on Senate. Dale will follow the procedures in Article V, Section 5 of the by-laws to fill the vacancy.

XII. Adjournment

Pat Fine moved to adjourn the meeting. Kerry Jennings seconded the motion. Motion passed.

Respectfully submitted,

Pat Fine

Classified Senate Secretary