

Minutes of the K-State Classified Senate

July 11, 2012

I. President Dale Billam called the meeting to order.

II. Roll Call

- A.** Present: Mike Ashcraft, Dale Billam, Paula Connors, Ramon Dominguez, Michele Edwards, Susan Erichsen, Pat Fine, Janet Finney, Doris Galvan, Annette Hernandez, Kerry Jennings, Gary Leitnaker, 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: Will Hirsch, Brad Millington

III. Associate VP/Human Resources & Parking Services Report

- A.** There are only a few days left to enter points in the system to receive the \$480 reduction in health insurance premiums. This must be done by July 31.
- B.** No decisions have been made on who will receive the market adjustment pay increases. They may be doing an additional wage survey, and it could be late August or September before the final decisions are made. It could all simply be designated for those furthest from market average, whether the positions have been examined in previous years or not.
- C.** Mike Seymour asked if an employee suggestion awards program could be implemented on campus. Gary Leitnaker will check to see if this is possible.
- D.** Michele Edwards had a question for Gary Leitnaker regarding the dependent/spouse tuition assistance grant. The Office of Student Financial Assistance wanted to get some clarification on term and temporary appointments and who might qualify based on HR status or how to determine if an employee meets the requirements.
- E.** There has been no information received by Human Resources on whether a retirement incentive package will be offered again this year.

IV. Minutes

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

V. Budget/Treasurer's Report

Annette Hernandez presented the budget report for the period June 1-30, 2012. Foundation Account C-21151-CS has a balance of \$4,355.27; Foundation Account C-21155-CS has a balance of \$180.41; Foundation Account C-23750-CS Awards Ceremony has a balance of \$43.59; and State Account NMAF205629 has a balance of \$3,514.38. Total funds available are \$8,093.65. Mike Seymour moved to accept the treasurer's report. Lindsay Thompson seconded the motion. Motion passed.

VI. Executive Council Report

Executive Council discussed the current status and implications of the market adjustments as reported by Gary Leitnaker.

VII. Classified Senate President's Report

- A.** CSSC held a meeting here in June. Terri Wyrick asked if KU's restructuring of their facilities/maintenance people had been discussed. Kerry Jennings reported on a meeting he had attended with the KU people. The KU reorganization was supposed to save \$5 million. Everyone could be moved, and they all had to reapply for their positions. Lesa Reves had talked to the KU Support Staff President and discovered that there used to be 2 supervisors for those areas. They now had been divided into 6 zones, with a supervisor for each zone.
- B.** One of the items discussed at the President's Cabinet was the implementation of lactation stations at various points across campus. Pat Bosco also reported at the President's Cabinet that K-State has more incoming freshmen this fall than KU.
- C.** Dale Billam urged everyone to read K-State Today. Pam Warren suggested K-State Today should have more pictures of the people being talked about in the articles.

VIII. Senate Standing Committees

Classified Employee Opportunity Fund report was given and Campus Affairs, Public Relations, and Legislative Affairs Committee meetings were held for 10 minutes.

- A.** Classified Employee Opportunity Fund: Annette Hernandez reported that 2 payments had been disbursed since the last meeting. With the All University Campaign coming up, which Annette is one of the co-chairs, she encouraged everyone to consider donating to this fund, which directly benefits classified employees.
- B.** Campus Affairs Committee: Maria Sweet reported that work on revamping the Senate website continues and revisions are hoped to be completed by September. The committee will try to set up a meeting with Kathy Kugle the

week of July 23 to look over the work done so far, make possible changes, and then allow all of Senate to take a look and make suggestions. For the Benefits Fair in October, the committee still needs new pictures to display. Maria will come to next month's meeting with suggestions for giveaways to be offered at the Senate booth.

- C. Public Relations Committee: Lindsay Thompson reported that the ROAR will try to publish August 1. Deadline for article submissions will be July 27. Some of the articles will be: President's Notes, All University Campaign, new Senators, no parking fee increases, and recycling collection points.
- D. Legislative Affairs Committee: Lesa Reves reported on the voting records of local, current state representatives on the market adjustments and 1% pay increase bills in the last legislative session. At the CSSC meeting held here in June, it was agreed that the 2 items on the draft position paper would be continuing the market adjustments and a cost-of-living adjustment of 3.5%. Primary elections will be held August 7. Senate encourages everyone to do research on the candidates and vote in the primary. Be sure to bring a photo ID to the polls. Classified Senate will not endorse any candidates in elections.

IX. Campus Committee Reports

- A. Faculty Senate Fringe Benefits Committee: No meetings will be held over the summer.
- B. Recycling Committee: Mike Ashcraft reported that Game Day recycling and increasing the awareness and promotion of the Recycling Center was discussed at the last meeting of the Recycling Committee.
- C. Parking Council: No meetings will be held over the summer.
- D. Environmental Health & Safety Committee: Dale Billam will submit suggestions for a classified employee to be appointed for this committee. Janice Taggart, Christina Nash, and Michele Edwards all volunteered as possible appointees for the committee.
- E. Peer Review Committee: Rob Reves reported that the committee reviewed 1 case at their last meeting and submitted their recommendations.
- F. Safety & Maintenance Committee: John Wolf, Mike Seymour, and Dale Billam all serve on this committee. At the last meeting they visited the vet school, and discussed EPA label changes. An education campaign will be started in the fall semester to inform bike riders and skateboarders of the campus traffic regulations. Mike Seymour explained the purpose of the committee.
- G. Master Plan Committee: Dale Billam reported that the committee will meet July 19-20.

H. Search Committees: Richard Ott will be stepping down as the department head in Accounting. A search is underway for an interim head to be appointed in August, and then a search committee will be formed to find a permanent replacement. Pam Warren will be the classified representative on that committee.

X. Old Business

A. Dale Billam reminded Senators to submit their photos and bios to Maria Sweet or Carol Marden to be added to the Classified Senate website.

XI. New Business

A. 2 walk-in portrait dates are still available this summer for Photo Services in Dole Hall. The dates are Monday, August 6 and Tuesday, August 21, from 10 a.m.-12 p.m. and 1 p.m.-3 p.m. each day.

B. Dale Billam requested ideas for speakers for Senate meetings for the upcoming year. President Schulz, Richard Potter, Sue Peterson, a member of the Sesquicentennial Celebration Committee, and new legislators were offered as possibilities. Janet Finney suggested Senate also host a legislative forum for all classified employees sometime after the November elections.

XII. Adjournment

Rob Reves moved to adjourn the meeting. Lesa Reves seconded the motion. Motion passed.

Respectfully submitted,

Pat Fine

Classified Senate Secretary