

Minutes of the K-State Classified Senate
July 3, 2013
Cottonwood Room, KSU Union

I. President Janice Taggart called the meeting to order at 12:30 p.m.

II. Roll Call

A. Present: Mike Ashcraft, Dale Billam, Amy Capoun, Michele Edwards, Susan Erichsen, Pat Fine, Janet Finney, Doris Galvan, Brittany Green, Janel Harder, Annette Hernandez, Kerry Jennings, Gary Leitnaker, Kari Lindeen, Sharon Maike, Carol Marden, Lesa Reves, Rob Reves, Jen Schlegel, Michael Seymour, Michael Seymour II, Brian Sheaves, Janice Taggart, Julie Wilburn, John Wolf, Terri Wyrick, John Hanes.

B. Absent, Excused: Lindsay Thompson, Pam Warren.

III. Minutes

The minutes of the June 5th meeting were reviewed. John Wolf moved to accept the minutes. Annette Hernandez seconded the motion. Motion passed.

IV. Budget/Treasurer's Report

Annette Hernandez reported there was no budget information for the month of June.

V. Associate VP/Human Resources & Parking Services Report

A. Gary Leitnaker reported the proposed Affordable Care Plan had been postponed. This plan will require HR to notify all employees (including students) who work over 30 hours per week of their health insurance options within 14 days of employment.

B. John Hanes was introduced as the new Compensation and Classification Manager for HRS. He stated that he is coming to us from UNLV and is looking forward to working at KSU.

VI. Executive Council Report - Nothing to report.

VII. Classified Senate President's Report

A. Janice Taggart reported on the meeting with the incoming Chair of the Kansas Board of Regents (KBOR) Fred Logan held on June 18. KBOR members were not expecting the cuts to Kansas universities that were passed by the Legislature. He stressed we need to keep moving forward and educate the new Legislators on the needs of higher education.

B. The President's Cabinet meeting was canceled due to the Governor's Press Conference announcing the three new KBOR members.

VIII. Senate Standing Committees

A. Campus Affairs Committee – Carol Marden reported she has been working with Kathy Kugle on the Classified Senate website. The link will be emailed to the committee members this afternoon to review, then in two weeks she will send it to the full Senate for review and feedback.

The Committee will start looking for handouts for our booth at the Benefits Fair that will be held during the first week of October, for approval by the Senate as the budget allows.

B. Legislative Affairs Committee – Lesa Reves reported the new members were read the Charge of the Committee as stated in the by-laws. She will find the website with the new laws passed by the recent Kansas Legislative session to forward to the Classified Senate. Lesa asked Gary Leitnaker if he has heard anything regarding an early retirement option in the near future, Gary replied that he has not, but will notify us if he does.

- C. Recognition Ceremony Committee – Doris Galvan had nothing to report.
- D. Public Relations Committee – Terri Wyrick reported they were in the process of publishing the ROAR and if anyone has information regarding classified employees to email her or Lindsay Thompson.
- E. Classified Employee Opportunity Fund – Annette Hernandez stated two awards were given out last month. For information on how to nominate someone for an award go to our website for information and forms.

IX. Old Business

- A. Regarding t-shirts for new members, Annette Hernandez is waiting for the new Senator from Local Agencies to be appointed.
- B. Rob Reves brought up the following concerns regarding the Alternative Service Committee (ASC):
 - 1) At what point does the ASC cease to exist and if we are going to be the cop for the ASC why wasn't the Senate in on all actions taken by ASC from the beginning?
 - 2) Carol Marden replied that ASC is a temporary committee established to formulate an alternative to move classified employees out from the current Civil Service system. After the vote in November, if employees vote to go to an alternative plan, the ASC will work with HR set a new management plan in place, which could take two to four years.
 - 3) Carol and Janel Harder, ASC Vice-Chair, who has been appointed as Ex-Officio to attend Senate meetings, went on to make the following points:
 - ASC did begin in the Senate, but they did not have enough time to commit to this charge during the scheduled committee meeting times, so they became a separate University Committee in 2005.
 - They adjourned in 2008 with the agreement to come out of retirement if the pay plan developed by the KS Legislature to increase salaries and evaluate job classifications was not completed.
 - They reconvened in 2012 when it became apparent the pay plan was not going to be completed. They now meet about four hours per month and report back to the Senate.
 - The ASC will continue with their mission until the entire plan is in place, which will take 2-4 years. At that time, the ASC will have passed their knowledge along to the Senate so that they will be ready to take over overseeing the policy and plan changes on behalf of USS employees.
 - They recommend the Policies and Procedures manual should be looked at on a regular basis either by a newly appointed committee, or under one of the current committees.
 - KSU Administration is staying out of the decision making process. At no time, has anyone from Central Administration or HR contacted the ASC to influence it or direct the course taken by the ASC.
 - 4) Lesa Reves commented that the 2025 Plan for the University does recognize classified employees and that fair compensation needs to be made. Also, we all still need to communicate with our Legislators and State officials. We need to consider and be prepared for the fact that average salaries for faculty, unclassified staff and classified staff varies. Therefore, if raises are given by the same percentage, faculty salaries will be a higher amount than classified salaries. Everyone needs to be informed so 100% of classified employees vote in November.
 - 5) Rob Reves moved that as far as any incident at this point tabula rasa and any action taken by Senate in regards to USS, from now on, be brought to a vote by a quorum of the Senate. Michael Seymour II seconded the motion. Under discussion. Motioned passed.

X. New Business

Michael Seymour moved to send a letter to congratulate President Schulz on doing a great job and letters should also be sent to each of the three new Board of Regents members stating who the Classified Senate represents at KSU. Pat Fine seconded the motion. Lesa Reves moved to amend the motion to include that all Senators proofread the letters before sending them out. Pat Fine seconded the amended motion. Motion carried.

XI. Campus Committee Reports

A. Alternative Service – Carol Marden reported they have been working on the structure of the Appeals Board and the information is ready to go to the University Attorneys for review. They are still in the process of reviewing comments from the discussion groups and will incorporate them into the white pages. 817 people attended the open forums, which represent 58% of the classified staff. In August the Committee will announce how and when the vote will be held.

B. Faculty Senate Fringe Benefits – Michelle Edwards reported that they are possibly looking at reviewing the tuition status for KSU employee family members.

C. Recycling – Mike Ashcraft reported they will meet next week.

D. Council on Parking Operations – Will meet in September.

E. Peer Review – Nothing to report.

F. Service and Maintenance – They have been working on summer safety issues. Dale Billam reported that there is an area along the street between 17th and Denison where there is an unmarked portion of concrete that slopes on to the street and pedestrians are using this as a crosswalk. He suggests to the Committee that it either needs to be removed or painted.

G. President's Commission on Multicultural Affairs – next meeting will be in September.

H. Search Committees - Dale Billam stated that he is serving on the VP for Administration and Finance Search Committee. They met on Thursday to receive their charge from the Provost for moving forward.

XII. Adjournment

John Wolf moved to adjourn the meeting. Terri Wyrick seconded the motion. Motion carried.

Respectfully submitted,

Susan Erichsen
Classified Senate Secretary