

Minutes
K-State University Support Staff Senate
July 12, 2017
Cottonwood Room – Student Union

I. Call to Order: meeting was called to order at 12:32 p.m.

II. Guest speakers regarding Concealed Carry:

Vice President of Administration and Finance, Cindy Bontrager
Asst. VP of Public Safety, Police Chief Ronnie Grice

III. Roll Call:

Present: Roxann Blasi, Becki Bohnenblust, Ruth Bundy, Jane Cleveland, Carrie Fink, Stephanie Fox, Tara Fronce, Steve Greinke, Vickey Grochowski, Aimee Hawkes, Susan Hazelbaker, Annette Hernandez, Kelly Ingalsbe, Emily Johnson, Joy Knutson, Doug Kraemer, Randall Lindstrom, Gina Lowe, Carol Marden, Brenda Nowakowski, Kimberly Piper, Cyreathia Reyer, Susan Shuman, Cathleen Stotts, Debra Wilcox.

Excused: John Wolf.

Unexcused:

IV. Swearing in of New Senators:

President, Carrie Fink swore in the following new Senators: Aimee Hawkes, Forestry; Annette Hernandez, Polytechnic; Carol Marden, Student Life; Debra Wilcox, College of Education; Doug Kraemer, Housing and Dining services.

V. HCS Liaison, Gina Lowe

Benefits:

1. Health Insurance ends on the date of separation. We have had a few employees lately indicate they were told their health insurance goes to the end of the month. Please have USS help spread the word. We will also communicate with HCS liaisons in the newsletter.

2. We have new Working After Retirement rules for KPERS – they can be found at <https://www.kpers.org/pdf/2017WARLawsEnacted.pdf>.

3. We will be working on FMLA training for HCS Liaisons this fall.

4. The Movement Challenge is August 20 – September 30. This is the 3rd annual departmental challenge that focuses on increasing employee awareness of healthy behaviors and engages departments to compete against one another to be the most active department.

5. An email was sent on June 14 to employees in Plans A & C separately discussing HealthQuest programming and deadlines.

Email benefits@ksu.edu if anyone has questions or wants to be a champion!

Labor Relations:

Meet and confer continues – they are meeting today.

Learning & Development:

Still working on the GAP analysis for the needs assessment. We are looking at institutional strategic priorities and overlaying those with the needs identified from the survey. We are also spending some time looking to see what our peer institutions have as far as supervisory and leadership programs as well.

Compensation & Organizational Development:

We're working on the revised reclassification process (using best practices from our peers) and this will be released soon. Getting ready to work on career ladder development – beginning with IT soon.

VI. Admin & Finance Liaison Report: Tara Fronce reported Conceal Carry regulations go into effect on July 1. Further information is available on the KSU Public Safety webpage.

VII. Minutes: July 12, 2017: Kelly Ingalsbe moved to accept the June Meeting Minutes. The motion was seconded by Cyreathia Reyer. Motion Carried.

VIII. Budget/Treasurer's Report: Kelly Ingalsbe reported the ending balances as of 6/30/17 for the following: Foundation Account (C-21151-CS) ending balance is \$9,141.91. The Foundation Account (C-21155-CS) ending balance is \$242.35. The Foundations Account (C-23750-CS Awards Ceremony) ending balance is \$0.00. The State Account (NMAF205629) ending balance is \$3,000.00. Total Funds available as of 07/12/17 is \$12,384.26. Cyreathia Reyer moved to accept the budget/treasurer's report. Carol Marden seconded the motion. Motion Carried.

IX. President's report: Carrie and Cathleen met.

1. Compensation – pay increases and how to handle communication with USS. The Department of Administration has provided guidance on how raises should be implemented. Based on current legislation, a large majority of K-State USS Employees will not be included. Communication will continue Administration decides how to implement at K-State. There are concerns about staff that has been here for years continuing to be excluded from raises. Further conversations can be held next year concerning if a COLA is the best practice for awarding raises. Other Board of Regents school have given lump sums or had a salary max when implementing salaries.
2. Weapons – In follow up to our guest speakers, once again, training has been implemented and everyone is encouraged to take it if they have not already. Policy went into Effect July 1, 2017.
3. KBOR: Meet with Board of Regents schools beginning of August before the next USS meeting to discuss what our message will be this upcoming year.
4. Carrie will ask for a list of all USS staff and send each Senator their list of constituents.

X. Old Business: The annual Senate sponsored events are two Open Forums, one in the Fall and one in the Spring, the Benefits Fair in October and the Recognition Ceremony in April.

Senators signed up for Standing Committees. They are as follows:

Communications:

Cathleen Stotts (co-Chair)

Roxann Blasi (co-chair)

Carol Marden

Debra Wilcox

Aimee Hawkes

Carrie Fink

University Affairs:

Stephanie Fox (co-Chair)
Cyreathia Reyer (co-Chair)
Jane Cleveland
Susan Shuman
Vickey Grochowski
Steve Grienke

Recognition Ceremony:
Joy Knutson (co-Chair)
Susan Hazelbaker (co-Chair)
Kelly Ingalsbe
Sam Reyer
Debra Wilcox
Roxann Blasi
Susan Hazelbaker
Emily Johnson
Brenda Nowakowski
Vickey Grochowski

Governmental Affairs:
Becki Bohnenblust (co-Chair)
Annette Hernandez (co-Chair)
Doug Kraemer
Randall Lindstrom
Dennis Ryan

XI. New Business:

Bill Spiegel will be invited to an upcoming Senate meeting to discuss recycling on campus.

XII. Senate Standing Committees:

- A. **Communication Committee** - no report
- B. **Governmental Affairs Committee** – no report
- C. **Recognition Ceremony Committee** - no report
- D. **University Affairs Committee** - no report

XIII. Campus Committee Reports:

- A. **Campus Recycling Advisory Committee** – no report.
- B. **Campus Planning and Development Advisory Committee** – no report.
- C. **Campus Environmental Health and Safety Committee** – no report.
- D. **Commission on the Status of Women** – no report.
- E. **Weapons Advisory Council** – no report.
- F. **Search for Deans and Above** – CIO search is narrowing down the candidates and will interview in August.
The upcoming Global Campus Dean search is drafting the position description.
- G. **Parking Council** – July 31st need to have your new parking pass.
- H. **Other** – Shirts for new Senators will be ordered, please provide shirt size to Kelly if one is needed.

XIV. Adjournment: Meeting was adjourned at 2:30 p.m.

Cyreathia Reyer moved to adjourn the meeting. Roxann Blasi seconded the motion. Motion Carried.

Next meeting: August 9, 2017 – 12:30 p.m., Cottonwood Room – Student Union