

Minutes of the K-State Classified Senate

June 6, 2012

I. President Lesa Reves called the meeting to order.

II. Roll Call

- A.** Present: Mike Ashcraft, Dale Billam, Becki Bohnenblust, Paula Connors, Ramon Dominguez, Susan Erichsen, Michele Edwards, Pat Fine, Janet Finney, Doris Galvan, Annette Hernandez, Kerry Jennings, Gary Leitnaker, Kari Lindeen, Sharon Maike, Christina Nash, Lesa Reves, Rob Reves, Cherry Rosenberry, Lois Schreiner, Michael Seymour, Maria Sweet, Janice Taggart, Pam Warren, John Wolf, Terri Wyrick
- B.** Absent, Excused: Jody Fronce, Carol Marden, Brad Millington, Lindsay Thompson
- C.** Absent, Unexcused: Vickey Grochowski, Will Hirsch

III. Classified Senate President's Report

Lesa Reves gave her last report as Senate President. She thanked everyone for their support during the past year, and presented gifts to her officers and the outgoing Senators. She passed around a sign-up sheet for the coming year for Senate committees and explained to the new members that each Senator has to sign up for at least one committee. Lesa reported that she had brochures for the Quest Diagnostics lab program, and that she had used Quest herself recently and was very satisfied with the convenience. Laura Foote from the K-State First program had Lesa forward a message asking for volunteers for the Guide to Personal Success (GPS) first year mentoring program, and several people have already volunteered. Project Search had their graduation ceremony, and five of the eight interns graduating have jobs.

IV. Installation of New Members and Officers

- A.** Lesa Reves installed the four new members of Classified Senate: Mike Ashcraft, Michele Edwards, Kari Lindeen, and John Wolf.
- B.** Lesa installed Dale Billam as President, who then presided over the meeting. Dale installed Janice Taggart as Vice-President, Pat Fine as Secretary, Annette Hernandez as Treasurer, and Kerry Jennings as the at-large representative and Dale presented gifts to each of his new officers. Dale also presented Lesa with a plaque, thanking her for her service as President.

V. Associate VP/Human Resources & Parking Services Report

- A.** Gary Leitnaker reported the legislature only appropriated \$8.5 million for the market adjustments. HR here on campus has no control over when this will be completed, and what groups are being evaluated. Rather than looking at the last groups that have received no adjustments, the officials in Topeka might look at all groups again, and make adjustments for the most underfunded in all the groups. Groups that have already received adjustments might get adjustments again. All of this is determined by officials in Topeka. Adjustments might not be completed until July, and campus HR will notify employees as soon as possible with the decisions made.
- B.** HR has created a new jobs website for all available campus positions. It was not constructed with a current employee perspective in mind but for a new person, unfamiliar with our system. One suggestion was made by Classified Senate to change the order of the heading under current openings from support staff (classified) to classified (support staff).
- C.** HealthQuest points must be entered in the system by July 31. Twenty points are needed by then in order to be eligible for the \$480 discount for health insurance next year. This replaces the non-tobacco user discount that was available in the past. More points will need to be accumulated next year for the discount the following year. There is no word on health insurance rates yet.
- D.** Gary Leitnaker commended Senators Terri Wyrick and Lesa Reves for their work with the Parking Council. Terri serves on Parking Council and keeps Senate well informed on the issues and speaks up on the Council to support classified employee interests. Lesa attended the last meeting of the Parking Council as President of Senate and presented them with petitions opposing a proposed fee increase. There will be no parking fee increase for employees this coming fiscal year. The issue will come up again next year since the new tax package passed by the legislature will affect all state agencies.
- E.** Letters were sent out by Gary Leitnaker to supervisors who have not completed evaluations for their classified employees.
- F.** Longevity bonuses will be \$40 per year instead of \$50 per year as they have been the past several years.

VI. Minutes

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

VII. Budget/Treasurer's Report

Annette Hernandez presented the budget report for the period April 1-May 31, 2012. Foundation Account C-21151-CS has a balance of \$4,882.01; 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 \$551.39. Total funds

available are \$5,657.40. Kerry Jennings moved to accept the treasurer's report. Rob Reves seconded the motion. Motion passed.

VIII. Senate Standing Committees

Dale Billam announced the chairs/co-chairs of the Senate standing committees: Legislative Affairs, Lesa Reves and Janice Taggart; Campus Affairs, Maria Sweet and Carol Marden; Recognition Ceremony, Annette Hernandez and Doris Galvan; Public Relations, Lindsay Thompson and Ramon Dominguez; Classified Employee Opportunity Fund, Annette Hernandez. Legislative Affairs, Campus Affairs, and Recognition Ceremony Committee meetings were held for 20 minutes.

- A.** Legislative Affairs Committee: Lesa Reves reported that a brief explanation of the committee and its work was presented to the members and what to expect for the coming year was discussed.
- B.** Campus Affairs Committee: Maria Sweet reported that work on revamping the Senate website continues and revisions are hoped to be completed by the beginning of the fall semester. New Senators should send their bios to Maria or Carol to be added to the website, and other Senators are welcome to update their information and send it to Maria or Carol as well.
- C.** Recognition Ceremony Committee: Annette Hernandez reported that the 2013 ceremony will be held April 24, 2013 with April Mason as the guest speaker.

IX. Campus Committee Reports

- A.** Faculty Senate Fringe Benefits Committee: Pam Warren reported the May meeting was cancelled and no meetings will be held over the summer. Pam will continue to serve on this committee as the Classified Senate representative.
- B.** Recycling Committee: Cherry Rosenberry reported that Game Day recycling was discussed at the last meeting of the Recycling Committee. Mike Ashcraft will be the new Senate representative on this committee and will give the reports to Senate.
- C.** Parking Council: No parking fee increases will be instituted this year for faculty/staff. See Gary Leitnaker's comments previously in this report for further information.
- D.** Environmental Health & Safety Committee: Connie Kisee, a former Senator, is ending her membership on this committee.
- E.** Peer Review Committee: Rob Reves reported that the committee meets June 7. Policy changes for the committee will be discussed with university legal staff.
- F.** Safety & Maintenance Committee: Becki Bohnenblust hosted the last meeting. Dale Billam will begin attending and reporting on these meetings.
- G.** Search Committees: Annette Hernandez reported that the new dean for K State Salina has been hired and will begin July 1.
- H.** Master Plan Committee: Dale Billam reported that no action has been taken by this committee.

- I. K State Sesquicentennial Celebration Committee: Becki Bohnenblust reported that budgets were presented for approval by the subcommittees. Becki serves on the faculty/staff engagement subcommittee and reported on the various ideas being considered such as lapel pins, t shirts, brown bag lunches, ice cream coupons, etc. The committee will not meet over the summer.

X. Old Business

None reported.

XI. New Business

- A. Annette Hernandez asked all new Senators to provide her with the information necessary to order Classified Senate polo shirts for them.
- B. Dale Billam reported that new name tags will be ordered for all Senators. He provided examples of the different styles of name tags available, and Senators voted for the new design. All Senators should provide Pat Fine with the form of their name they want used on the name tags by Monday, June 11 and she will submit the info to Sarah Davis in the Facilities Storeroom.
- C. Dale Billam explained the policy regarding attendance at Senate meetings and the importance of signing in for each meeting.

XII. Adjournment

Cherry Rosenberry moved to adjourn the meeting. Mike Ashcraft seconded the motion. Motion passed.

Respectfully submitted,

Pat Fine

Classified Senate Secretary