

## **Minutes of the K-State Classified Senate**

**June 5, 2013**

**I. President Dale Billam called the meeting to order.**

**II. Roll Call**

**A.** Present: Mike Ashcraft, Dale Billam, Amy Capoun, Ramon Dominguez, Michele Edwards, Susan Erichsen, Pat Fine, Janet Finney, Brittany Green, Annette Hernandez, Kerry Jennings, Gary Leitnaker, Kari Lindeen, Sharon Maike, Christina Nash, Karla Quick, Lesa Reves, Rob Reves, Jen Schlegel, Michael Seymour, Michael Seymour II, a Sheaves, Janice Taggart, Lindsay Thompson, Pam Warren, John Wolf, Terri Wyrick.

**B.** Absent, Excused: Doris Galvan, Carol Marden, Brad Millington, Maria Sweet, Julie Wilburn.

**III. Installation of Officers and Members**

**A.** Dale Billam installed Janice Taggart as President, who then presided over the meeting. Janice then installed Kerry Jennings as Vice President, Susan Erichsen as Secretary, Annette Hernandez as Treasurer, Michele Edwards, as the at-large representative, Rob Reves agreed to remain as Parliamentarian. Janice then presented gifts to each of her new officers. She also presented a plaque, thanking Dale for his service as President.

**B.** Janice swore in and installed the six new members of Classified Senate: Brian Sheaves, Jen Schlegel, Amy Capoun, Brittany Green, Michael Seymour II, Karla Quick.

**IV. Minutes**

The minutes of the May 1<sup>st</sup> meeting were reviewed. John Wolf moved to accept the minutes, Dale Billam seconded the motion. Motion passed.

**V. Budget/Treasurer's Report**

Annette Hernandez presented the budget report for the period April 1 – May 31, 2013. Foundation account C-21151-CS as a balance of \$1,324.64; Foundation Account C-21165-CS has a balance of \$294.01; Foundation Account C-23750-CS Awards Ceremony has a balance of \$0; State Account NMAF205629 has a balance of \$534.78. Total funds \$2,153.43. Pat Fine moved to accept the Treasurer's report. Michele Edwards seconded the motion. Motion carried. A discussion was held regarding donating to the Classified Opportunity Fund thru the All University Campaign to support employee professional development and Meritorious Service Awards. Also discussed was the process for nominating and receiving the award.

**VI. Associate VP/Human Resources & Parking Services Report**

Gary Leitnaker reported that the Alternative Service meetings have been completed. The Committee is considering the feedback and will be updating the white papers accordingly. The group has also met with President Schulz to update him. HR is working on updating the Employee Handbook in order for employees to understand how the vote will affect them. The book should be done in early July and distributed

in September. Informational meetings will be held in November with President Schulz, each of these meetings will be streamed for employees who cannot be there in person. Election will be the week prior to Thanksgiving.

**VII. Executive Council Report** - Nothing to report.

**VIII. Classified Senate President's Report**

**A.** Dale Billam report on the reported on the State Relations meetings. \$10,000,000 to \$12,000,000 will be cut from K-State's budget this year. Tuition increase proposal due to KBOR tomorrow.

**B.** During his presentation to the President's cabinet on May 28 Dale reported on the Awards ceremony held April 24 with approximately 400 attendees and 80 awards given out. Photos are on the Classified Senate website. He also gave them a copy of the CSSC position paper that was given to State Senate, Legislature and Governor.

**C.** In 2002 there were 1,564 full-time classified employees serving 22,762 students; in 2012 there were 1,404 staff serving 24,378 students, which means there are 160 fewer support staff. This represents a decrease of 10% of classified staff and an increase of 7% in students, putting us 17% in the negative.

**D.** The Campus Master Plan update is done and on KSU's website.

**IX. Senate Standing Committees**

No meetings were held, the following reports were made:

**A.** Campus Affairs Committee – nothing to report

**B.** Legislative Affairs Committee – Lesa Reves reported on the meeting held recently regarding the paper on salaries for Faculty. Only two persons voted against it. Everyone is encouraged to read the letters from President Schulz and Provost Mason on K-State Today. Lesa also encourages everyone to obtain information and become educated regarding the Alternative Service proposal and get out and vote. Hopefully we will have a 100% voter turnout on this issue.

**C.** Recognition Ceremony Committee – nothing to report.

**D.** Public Relations Committee – Lindsay report the ROAR was published

**E.** Classified Employee Opportunity Fund – Annette stated that one award was paid last week.

**X. Old Business**

**A.** Pam Warren had nothing new to report on the status of tuition benefits for employees.

**B.** The list of committees for 2013-2014 was passed around for members to sign-up, each committee chair reported of the duties .

**XI. New Business**

**A.** Annette Hernandez needs shirt sizes for the new senators.

**B.** New senators are to send their Bio's to Susan Erichsen for the website.

**C.** Michael Seymour would like to have a link for the Suggestion Program on the Classified Senate's website.

**D.** Rob Reves asked for clarification regarding the letter sent by Dale Billam to Cindy Bontrager, Interim Vice President for Administration and Finance. Dale responded by stating that he and Janice had received an email from Carol Marden regarding concern that if we move to alternative service that this Senate would remain intact or the possibility of a Union taking over the duties of the Senate. As representatives of the classified and University support staff, a letter was sent on May 2 to Cindy stating "As President of the Classified Senate, I am requesting that the Classified Senate be the entity who will represent the University Support Staff." Otherwise if the Union contacted her first they would have first rights to govern employees. Lesa Reves stated that before this letter was sent to Cindy the Senate should have voted on this, even if the vote was done electronically.

**E.** Terri Wyrick pointed out the fact that if we go to Alternative Service, KS Association of Public Employees (KAPE) might have rights to negotiate clerical salaries because the clerical employees at one time voted to be part of KAPE. KAPE would possibly want to give an even amount of raises across the board. If the clerical employees wanted their raises based on merit and KAPE didn't employees now would have no say in the matter.

## **XII. Campus Committee Reports**

**A.** Alternative Service – No report was given.

**B.** Faculty Senate Fringe Benefits – Pam Warren reported that they are preparing a Climate Survey which will include Classified employees. They are also requesting a representative from HR serve on this board.

**C.** Recycling – Mike Ashcraft reported they are looking for a place to put the BioDiesel plant.

**D.** Council on Parking Operations – nothing to report.

**E.** Peer Review – nothing to report

**F.** Service and Maintenance – nothing to report

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

**H.** Search Committees - Pam Warren reports that the Department Head for Accounting will be started again in the fall.

## **XIII. Adjournment**

Christina Nash moved to adjourn the meeting. John Wolf seconded the motion. Motion carried.

Respectfully submitted,

Susan Erichsen  
Classified Senate Secretary