

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

**October 3, 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, Jennifer Gehrt (for Gary Leitnaker), Annette Hernandez, Will Hirsch, Kari Lindeen, Carol Marden, Brad Millington, Christina Nash, Lesa Reves, Rob Reves, Michael Seymour, Maria Sweet, Janice Taggart, Lindsay Thompson, Pam Warren, John Wolf, Terri Wyrick
- B.** Absent, Excused: Kerry Jennings, Sharon Maike
- C.** Guest: Becky Wolfe

**III. Jackie Hartman, Chief of Staff and Director of Community Relations**

Jackie Hartman gave a presentation to Senate about the sesquicentennial celebration beginning Feb. 14, 2013 and continuing through Homecoming 2013. There are approximately 125 people on the official committee to plan the celebration. The kickoff in Ahearn on Feb. 14 will include exhibits, cupcake wars, and a new flavor of Call Hall ice cream. Many other activities are planned throughout the time period including a book, a time capsule, and recognition of 150 Notable Wildcats. More information is available at: <http://www.k-state.edu/150>.

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

- A.** The market adjustments for this fiscal year have been implemented according to Jennifer Gehrt, who attended the meeting for Gary Leitnaker. There are 94 employees here at K-State that received the market adjustments in 11 different job classifications. The new pay begins with the Oct. 12 paycheck. Jennifer said they did not follow the group plan that was established in the original bill.
- B.** Changes in health insurance coverage need to be submitted by employees by October 31. There are changes to Plan C and Jennifer encouraged employees to attend the health insurance meetings at the Benefits Expo on October 4.
- C.** 30 points are needed from August 1, 2012-July 31, 2013 to be eligible for the health insurance discount for 2014. The health assessments will begin in January. Michele Edwards said it would be helpful if employees were able to look at the previous year's activities where points were accumulated to keep track of sessions/training already attended.
- D.** Aon Hewitt, the human capital consultant hired by the university, will be meeting with various groups on campus.

**V. Minutes**

The minutes were reviewed. John Wolf moved to accept the minutes. Pam Warren seconded the motion. Motion passed.

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

Annette Hernandez presented the budget report for the period September 1-30, 2012. Foundation Account C-21151-CS has a balance of \$2,599.95; 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 \$3,190.38. Total funds available are \$6,014.33. Rob Reves moved to accept the treasurer's report. Lesa Reves seconded the motion. Motion passed.

**VII. Executive Council Report**

Nothing to report

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

- A. Dale Billam, Janice Taggart, Lesa Reves, and Kerry Jennings attended the Classified and Support Staff Council (CSSC) meeting at Pittsburg State University on September 21. The preliminary draft of the CSSC position paper approved in June had one major change. The CSSC members voted to change the amount of the COLA being asked for from 3.5% to 2.5%. Lesa and Rob Reves had attended a meeting at ESU discussing the alternative service option, and the CSSC members at the Pittsburg meeting discussed the possibility of a joint alternative service proposal being submitted from ESU, FHSU, KSU, PSU, and WSU.
- B. Dale Billam represented the CSSC for a report to the Board of Regents, and attended the Landon Lecture given by Gen. Martin Dempsey, chairman of the Joint Chiefs of Staff.
- C. Vote in the general election November 6.

**IX. Senate Standing Committees**

Classified Employee Opportunity Fund and Campus Affairs reports were given and Public Relations, Recognition Ceremony, and Legislative Affairs Committee meetings were held.

- A. Classified Employee Opportunity Fund: Annette Hernandez reported that the new fact card about the Fund will be available to be distributed at the Benefits Expo October 4.
- B. Campus Affairs Committee: Carol Marden reported that she met with Kathy Kugle September 13 and Kathy has begun working on the redesign of the Senate website. Carol revamped the picture board to be used at the Senate booth for the Benefits Expo. Senate members were reminded to wear their Senate shirts and name tags when staffing the booth.
- C. Public Relations Committee: Lindsay Thompson reported that the Facebook account for Senate has just been activated and is operational now. The address is: <http://www.facebook.com/KansasStateClassifiedSenate>. The tentative publication date for the next issue of the ROAR is November 1. Dale Billam met with Communications and Marketing and was told the proper forms of our logo/name that

can be used by Classified Senate for internal and external communications and asked the committee to keep this in mind for the future.

- D. Recognition Ceremony Committee: Plans for the ceremony were discussed, and Annette Hernandez reported that they are trying to come up with a plan to tie the number of Classified Employees of the Year recognized to the amount of Senators for each area.
- E. Legislative Affairs Committee: Lesa Reves reported on the position paper approved by the CSSC at Pittsburg State University September 21 and the committee approved presenting it to the full Senate for their approval. The committee also approved a proposed change in the by-laws which would also be presented to the Senate. Mike Seymour had questions regarding what had gone wrong with the legislative funding for HB 2916.

#### **X. Campus Committee Reports**

- A. Alternative Service Committee: Carol Marden reported that this campus committee, which had been inactive for several years, had reconvened. The first meeting was held September 18 and Carol was elected chair. They are in the very preliminary stages of getting organized again and developing a plan for alternative service.
- B. Faculty Senate Fringe Benefits Committee: Pam Warren reported that Pres. Schulz had formed a task force to examine faculty salaries and has asked this group to aid the task force. The task force report is due at the end of December so that is the committee's focus this semester.
- C. Recycling Committee: Mike Ashcraft reported recycling has been focusing on compost and working to move recycling areas affected by construction at the stadium. The recycling center does take e waste, even from off campus entities, but for off campus entities a letter of consent has to be signed.
- D. Council on Parking Operations: Terri Wyrick reported the committee had their first meeting of the school year and was still in the process of forming committees. An increase in parking rates is definitely going to be looked at this year.
- E. Peer Review Committee: Lesa Reves reported that the members of the committee have been undergoing training.
- F. Master Plan Committee: Dale Billam reported that Ayers Saint Gross will be back on campus November 3-5 for further meetings.
- G. President's Commission on Multicultural Affairs: Janet Finney reported that Art DeGroat, the director of Military Affairs, was a speaker at their meeting. People can submit issues anonymously to the commission.
- H. Search Committees: Pam Warren reported that the first meeting of the committee to find a permanent replacement for the Dept. of Accounting has been held.

#### **XI. Old Business**

- A. Lesa Reves, on behalf of the Legislative Affairs Committee, asked Senate to approve the position paper proposed by the CSSC for 2013. Christina Nash moved to approve the position paper. Rob Reves seconded the motion. Motion passed.

- B. Lesa Reves, on behalf of the Legislative Affairs Committee, asked Senate to approve changes to Article V, Section 3 of the by-laws regarding areas of representation. Pat Fine moved to approve the changes to the by-laws. John Wolf seconded the motion. A quorum being present, the motion passed.
- C. Will Hirsch has been added to the committee chaired by Janice Taggart to come up with suggestions for the fund to be used for joint city/university projects.

**XII. New Business**

- A. Annette Hernandez moved and Rob Reves seconded a motion for Classified Senate to donate \$500 for prizes, as has been done in the past, for the Recognition Ceremony. Motion passed.
- B. Dale Billam announced that the January meeting of Senate will be moved from January 2 to January 9, and will be 12-3 p.m. in JP's at the Jardine complex.
- C. Jeff Morris has asked Dale Billam for names of volunteers to serve as possible members on the search committee for the Vice President for Administration and Finance.
- D. Provost Mason has asked Dale Billam for volunteers to serve as possible members on the search committee for the Dean of Human Ecology. Janet Finney, a Senate member, and Becky Wolfe, a guest at the meeting, both volunteered.

**XIII. Adjournment**

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

Respectfully submitted,

Pat Fine

Classified Senate Secretary