

**Minutes of the K-State Classified Senate  
October 2, 2013  
Cottonwood Room, KSU Union**

- I. President Janice Taggart called the meeting to order at 12:30 p.m.**
- II. Guest Speaker:** Scott Jones, Assistant Dean to Student Life, presented information regarding the Faculty/Staff Student of Concern Guide and handed out resources for responding to student crises.
- III. Roll Call**
  - A.** Present:, Dale Billam, Amy Capoun, Michele Edwards, Susan Erichsen, Pat Fine, Janet Finney, Doris Galvan, Brittany Green, Janel Harder, Annette Hernandez, Kerry Jennings, Emily Johnson, Connie Kisse, Gary Leitnaker, Sharon Maike, Carol Marden, Brad Millington, Lesa Reves, Rob Reves, Michael Seymour, Michael Seymour II, Janice Taggart, Lindsay Thompson, Julie Wilburn, John Wolf, Terri Wyrick.
  - B.** Absent, Excused: Mike Ashcraft, Kari Lindeen, Jen Schlegel, Brian Sheaves, Pam Warren.
- IV. Minutes**

The minutes of the September 4 meeting were reviewed. John Wolf moved to accept the minutes. Pat Fine seconded the motion. Motion carried.
- V. Budget/Treasurer's Report**

Annette Hernandez reported for the period September 1 thru September 30, 2013. Foundation account C-21151-CS has a balance of \$1,381.22; Foundation Account C-21155-CS has a balance of \$349.01; Foundation Account C-23750-CS Awards Ceremony has a balance of \$0; State Account NMAF205629 has a balance of \$2,822.73; for a total of \$4,552.96. She also mentioned the All University Campaign is in progress and these Foundation accounts can use our support. Pat Fine moved to accept the report, Kerry Jennings seconded, motioned passed.
- VI. Associate VP/Human Resources & Parking Services Report**
  - A.** Gary Leitnaker reported that the Benefits Expo is tomorrow and that we will like the updates to the Employee Assistance Program. Insurance update meetings are scheduled for 9:00 a.m. and 2:00 p.m.
  - B.** Rebecca Gould from iTAC has requested to be put on the agenda for the November senate meeting.
  - C.** KPERs employee contribution will raise January 2014 from 4% to 5% and January 2015 will raise from 5% to 6% due to the 2012 Legislative action to reduce shortfalls to the KPERs Retirement Systems. The overall multiplier will rise in 2014 from 1.75 to 1.85. This will mainly affect Tier 1 employees. Tier 2 employees are already paying 6%.
- VII. Executive Council Report**

Janice reported that Kari Lindeen has accepted an unclassified position and is resigning from the Senate.
- VIII. Classified Senate President's Report**
  - A.** Dale Billam attended the President's Cabinet/Advisory meeting since Janice was unable to attend. Topics discussed were the United Way Kick Off on October 7; the Diversity Summit on April 4; the October 21 Landon Lecture with seven past U.S.

Secretaries of Agriculture; a new VP for Human Capital will be recruited as a result of the Aon Hewitt study; and the Affordable Care Act.

**B.** Janice reported on the September 16 CSSC meeting that she attended along with Kerry Jennings, Dale Billam and Lesa Reves, they worked on the position paper to be presented to the Kansas Legislature; President Schultz is forming a Financial Advisory Committee, which the President of the Classified Senate will serve on along with an at-large member.

#### **IX. Senate Standing Committees**

**A.** Campus Affairs Committee – Carol Marden passed around the signup sheet for the Benefits Expo as a reminder for who is working at the booth.

**B.** Legislative Affairs Committee – Lesa Reves reported that the other five Board of Regents institutions are either in the planning stages for voting on going to alternative service, or they have actually set a date to vote.

**C.** Recognition Ceremony Committee – Doris Galvan reported there will be improvements to the procedure for handing out door prizes. Donita Whitney-Bammerlin will be the speaker.

**D.** Public Relations Committee – Lindsay Thompson reported that the ROAR will be published on November 1<sup>st</sup> which will include a fact sheet regarding the vote on Alternative Service.

**E.** Classified Employee Opportunity Fund – Annette Hernandez reported that two meritorious service awards were given out during the past month.

#### **X. Old Business**

**A.** Lesa Reves reported that an email was sent to the Classified Senators with a draft of the letter to President Schultz requesting his continued support for faculty and unclassified staff to attend an Introduction to Supervision training course. The letter will be finalized and handed to him when the Executive Council meets with him in November.

**B.** Mike Seymour reported on Kansas Statutes in chapter 75, article 29 on Civil Service and the several articles pertaining to employee merit, discharge procedures, salaries, wage scale, appointments, promotions, vacancies, transfers, etc. In chapter 76 further definition is given as to the Board of Regent employees right to vote to make employees classified or University Support Staff. Such personnel policies provide disciplinary and appeal procedures.

#### **XI. New Business**

**A.** Carol Marden reminded new Senators to send her their bios and pictures for the website.

**B.** Janice will submit John Wolf and Lesa Reves names for one of them to serve on the search committee for the VP for Research.

**C.** Anyone interested in serving on the Financial Advisory Committee needs to tell Janice.

**D.** Michele Edwards would like to know how many classified employees have second jobs. Lesa said she could forward her the results from the last survey done in November 2012.

#### **XII. Campus Committee Reports**

**A.** Faculty Senate Fringe Benefits – Kerry Jennings reported the tuition assistance increase for employees is on hold.

**B.** Recycling – Terri Wyrick reported five new bag recycling dispensers have been set up around campus; 80 washers and dryers from Housing and Dining have been hauled off which we received \$4,000 for; 60 blue containers have been received through a grant for soil composting.

- C. Council on Parking Operations – Terri Wyrick reported at the last meeting officers were assigned and committees were formed for the new year.
- D. Peer Review – The committee has a hearing this Friday.
- E. Service and Maintenance – John Wolf reported two major accidents have happened on campus recently regarding scaffolding; the state is conducting a drill on October 7.
- F. President’s Commission on Multicultural Affairs – nothing to report.
- G. 2025 Sustainability Committee – John Wolf and Lindsay Thompson said they have met twice regarding their mission statement and they started working on the survey.
- H. Recreational Services Council – Janice stated that Kim Piper is serving on this committee and they have had their first meeting to set their goals.
- I. Climate Survey Committee – Kerry Jennings report they met this morning and received their charge and discussed goals. The last survey was done over a decade ago.
- J. Search Committees - Dale Billam stated the VP for Admin and Finance will close on the 13<sup>th</sup> and they will meet on the 14<sup>th</sup> to determine interviews.
- K. Alternative Service - Carol Marden stated that
  1. The Kansas statutes have been reviewed by the ASC and they encourage all to read the facts in reference to how employment at KSU would appear in the new USS handbook posted on the ASC website.
  2. A technician will be at the Alternative Services booth during the Benefits Expo to assist employees with setting their passwords for the electronic vote.
  3. In response to the statement put out by the Union to students regarding tuition increase if we were to move to USS, Carol asked Cindy Bontrager to provide information as to how much it would cost IF current classified employees from main campus, Salina, Extension, and Vet Med were to receive a 2% raise. Based on the \$781,700,000 budget for the University, USS portion would be \$835,958, as compared to \$4,579,290 for faculty and unclassified employees. Cindy has gone to the Student Senate to pass on this information. This is not a statement insinuating a raise.
  4. A fact sheet was passed out to each of the senators showing the differences regarding the rights of employees under the state civil service plan vs. the protections under K-State’s discrimination guidelines.

### **XIII. Adjournment**

John Wolf moved to adjourn the meeting. Annette Hernandez seconded the motion. Motion carried.

Respectfully submitted,

Susan Erichsen  
Classified Senate Secretary