

## MINUTES

K-State University Support Staff Senate  
October 7, 2015, 12:30 p.m. – 2:30 p.m.  
Cottonwood Room, K-State Student Union

### I. **Call to Order**

Meeting was called to order at 12:31 p.m.

### II. **Roll Call & Introduction of any Stand-in Senators**

**Present:** Jackie Anders, Yvonne Bachura, Richard Brenner, Ruth Bundy, Susan Erichsen, Stephanie Fox, Brittany Green, Steve Greinke, Vicki Grochowski, Susan Hazelbaker, Emily Johnson, Randall Lindstrom, Carol Marden, Cheryl Martin, Brenda Nowakowski, Felisa Osburn, Rob Reves, Janice Taggart, Lindsay Thompson, John Wolf, Kari Zook **Excused:** Carrie Fink, Kerry Jennings, Gina Lowe, Michael Seymour, Pam Warren

### III. **Minutes:** September 2, 2015

Brittany Green moved to accept the minutes. The motion was seconded by Susan Erichsen. Motion carried. During discussion, Carol Marden brought it to the attention of the senators that it was the Board of Regents, not the legislature that would have the final say regarding leave earnings for USS employees. Afterward, it was decided that under Old Business, section B, sentence wording would be revised to read 'now that legislature has revised the statute, the Board of Regents will meet to make a determination.' Richard Brenner made a motion to approve the minutes with this change. Janice Taggart seconded the motion. Motion carried.

### IV. **Budget/Treasurer's Report – Susan Erichsen**

Susan Erichsen reported for the period September 1, 2015 – September 30, 2015. Foundation account C-21151 - CS has a balance of \$114.48; Foundation account C-21155 - CS has a balance of \$385.72; Foundation account C-23750 - CS Awards Ceremony has a balance of \$0; State account NMAF205629 has a balance of \$1,288.99; for a total of \$1789.19. Cheryl Martin moved to accept the budget/treasurer's report. The motion was seconded by Lindsay Thompson. Motion carried.

### V. **Executive Council Report** – no report.

### VI. **USSS President's Report**

**Reminders** – Carol reminded senators that the November meeting would be short due to the open forum being held that day and anything that needed to be voted on should be brought up early in the meeting.

Regarding the December meeting, she encouraged senators to be thinking about what they would like to do to make this meeting special. Carol said Pam submitted the ideas of having a food drive or the senate making a donation to a local charity. Senators were encouraged to submit their ideas at the next meeting for discussion.

**Joint Leadership Meeting** – Carol, Pam Warren and Kerry Jennings attended this meeting yesterday, October 6. The heads of the student body and faculty senate were also present, along with campus administration. The purpose of the meeting was to submit recommendations for the joint city-university

fund. The top two submissions from USS was the installation of bus shelters at various ATA stops since we're migrating toward being a walking campus. They also presented the idea of considering a delay for the cross walk beacons located on Denison close to the Welfald Hall construction site. Student representatives requested side walk additions to Old Claflin Road, the installation of lighting along the trail south of the football field and the installation of more bike repair stations. Faculty senate also agreed with USS Senate's bus shelter idea. Both senates felt this should be pursued quickly. Faculty Senate representatives also submitted the idea of a newly landscaped area on the south side of Hale Library, which would feature native Kansas grasses and wildflowers. More meetings will be held before any decisions are made. The next meeting will be around October 20. Final submissions to senior administration are due by the first week in November. Richard Brenner said we could also submit the idea of more sidewalk installations from the south of Jardine to Claflin Rd.

**Open Forum with Grounds** – A meeting will be held at the end of October. Questions/concerns received at the meeting will be taken forward at the November open forum.

Carol Marden requested that the Senate go into an executive session for 30 minutes to focus on campus relationships.

## **VII. Senate Standing Committees**

- A. University Affairs Committee – The Benefits Expo was a success. Carol thanked the senators for their help. We didn't have very many surveys completed at the fair, however, a lot have been submitted via campus mail. Questions received from the surveys will be presented at the November forum. If you receive additional questions from your constituents, you are welcome to forward them to Carol or you can ask them yourself at the forum.
- B. Communication Committee – The ROAR will be released soon with our latest reports.
- C. Governmental Affairs Committee – Nothing to report.
- D. Recognition Ceremony Committee – Nothing to report.
- E. USS Employee Opportunity Fund – Four Meritorious Service Awards were given out. The recipients were William Moeller, Maria Lomita, Jack Taylor and Katrina Hanson. One book reimbursement was approved.

## **VIII. Old Business**

- A. Custodial Care of Buildings on Campus  
Steve Greinke presented the possibility of forming a committee to address the current custodial shortage issue. He also mentioned that there was nothing in the current 2025 plan regarding building upkeep on campus. It only addressed the construction of new buildings. Because of this, it seems like the building maintenance/custodial shortage issue is not on the radar of upper administration. Senators were encouraged by Carol to do research on this issue until the next meeting. She asked Steve to draft a charge outlining what the purpose of this committee would be if Senate decided to pursue this option and to be ready to present it at the next meeting. In the meantime, she would check to see if any other campus committees exist that may already be addressing this issue.

**IX. New Business**

- A. Regarding the November senate meeting, Janice Taggart moved that we start the November 4 meeting at 11:00 a.m. John Wolf seconded the motion. Motion carried.

**X. Campus Committee Reports**

- A. Climate Survey Committee – no report
- B. Parking Services Committee – no report
- C. Recycling Committee – no report
- D. Service & Maintenance Committee – A bat in Housing and Dining was caught and it had rabies. Beware of bats on campus! If you see a bat in your building, call (785) 532-6446. The numbering of gator vehicles is ongoing. Upcoming events include Fire Prevention Week, Eye Injury Prevention Month and Driving Safely Week.
- E. Search Committees for Deans and above – no report
- F. Other – The Universal Design Accessibility committee had its first meeting on October 24. There was a guest speaker from Topeka who explained rules and regulations and how to identify and analyze barriers.

**XI. Adjournment**

Next meeting: November 4, 2015 11:00 a.m., Flinthills Room, K-State Student Union.

**Upcoming Events**

November 4 – USS Open Forum with President Schulz, VP Cindy Bontrager and VP Cheryl Johnson  
2:00 – 3:00 p.m., KSU Student Union Forum Hall

March 29, 2016 – USS Open Forum with President Schulz, VP Cindy Bontrager and VP Cheryl Johnson  
2:00 – 3:00 p.m., KSU Student Union Forum Hall

April 27, 2016 – USS Recognition Ceremony  
2:00 p.m., KSU Student Union