

Minutes of the K-State Classified Senate

March 6, 2013

- I. President Dale Billam called the meeting to order and welcomed Julie Wilburn, a new senator replacing Will Hirsch, and Connie Schmidt, attending for Pam Warren.**

- II. Roll Call**
 - A. Present:** Mike Ashcraft, Dale Billam, Ramon Dominguez, Michele Edwards, Susan Erichsen, Pat Fine, Doris Galvan, Annette Hernandez, Kerry Jennings, Gary Leitnaker, Kari Lindeen, Sharon Maike, Carol Marden, Christina Nash, Lesa Reves, Rob Reves, Connie Schmidt (for Pam Warren), Michael Seymour, Maria Sweet, Janice Taggart, Lindsay Thompson, Julie Wilburn, John Wolf, Terri Wyrick
 - B. Absent, Excused:** Brad Millington, Janet Finney

- III. Minutes**

The minutes were reviewed. Kerry Jennings moved to accept the minutes. Lindsay Thompson seconded the motion. Motion passed.

- IV. Budget/Treasurer's Report**

Annette Hernandez presented the budget report for the period February 1-28, 2013. Foundation Account C-21151-CS has a balance of \$2,146.79; Foundation Account C-21155-CS has a balance of \$269.01; Foundation Account C-23750-CS Awards Ceremony has a balance of \$43.59; and State Account NMAF205629 has a balance of \$1,792.63. Total funds available are \$4,252.02. Lesa Reves moved to accept the treasurer's report. Rob Reves seconded the motion. Motion passed.

- V. Associate VP/Human Resources & Parking Services Report**
 - A.** Gary Leitnaker handed out copies of the proposed policies and procedures for the Employee Suggestion Program and asked that comments and suggestions for changes be submitted to him by 5 p.m. on Monday, March 11, 2013, geleit@k-state.edu.
 - B.** Changes to KPERS contributions and calculations are coming in calendar year 14. Every active member in KPERS will need to make an election this fall on their future retirement options. Representatives from KPERS will probably have meetings at the Benefits Expo in October to discuss the changes in KPERS that take effect next year. Human Resources will also be very involved in helping people be informed to make the best choice for themselves.
 - C.** If you are considered essential personnel by the university, that should be stated in your position description. Vet Med has contingency/alternate plans in place for their personnel.

- VI. Executive Council Report**

Nothing to report

VII. Classified Senate President's Report

- A.** Dale Billam passed around a copy of the report the university submitted with suggestions for use of money in the City University Projects Fund. Suggestions included intersection improvements at 17th and Anderson, Bluemont and N. Manhattan Ave. ; Union Forum Hall lighting improvements ; McCain Auditorium improvements ; KSU Garden sidewalks ; bike racks on campus ; and sidewalk construction on N. Kimball.
- B.** Dale asked for a volunteer to attend the Faculty Senate Fringe Benefits Committee meeting for Pam Warren on March 13. Carol Marden volunteered, with Dale and Janice Taggart as alternates if Carol is unable to attend.
- C.** Dr. Sue Peterson sent a letter on behalf of the Office of Governmental Relations thanking us for our help with Cats in the Capitol on February 13.
- D.** Dale provided information about current bills and events in the Kansas Legislature. The bill to abolish longevity pay did not pass. Several issues such as the sales tax increase, the mortgage interest and property tax deductions, and the effects of the federal government sequestration process have not been decided yet. It was decided that local legislators would be invited to our May meeting, rather than April. Tom Phillips, Tom Hawk, Sydney Carlin, and Vern Swanson were mentioned as possible legislative guests for May.

VIII. Senate Standing Committees

Meetings were held for Campus Affairs and Recognition Ceremony Committee. Dale Billam thanked the Public Relations Committee for the excellent job done on the latest issue of the ROAR.

- A.** Campus Affairs Committee: Carol Marden reported that work on updating the Senate website continues. Kathy Kugle will be asked to have the suggested changes finished in the next 2 weeks, submitted to the Campus Affairs Committee for their review for the following 2 weeks, and submitted to the full Senate for their review by the April meeting.
- B.** Legislative Affairs Committee: The committee did not meet, but Lesa Reves reported that elections are ongoing until March 15. She and co-chair Janice Taggart asked that senators in areas where elections were being held let their constituents know to check their spam folders if they did not receive a ballot in their inbox, and to find ways for employees to access computers to vote.
- C.** Recognition Ceremony Committee: Annette Hernandez reported that the letters to the honorees and retirees will be out by March 15. The program for the April 24 ceremony is almost ready to print.

IX. Old Business

Nothing to report.

X. New Business

- A.** Pat Fine moved and Rob Reves seconded a motion to table discussion on the information provided by Pam Warren from the Faculty Senate Fringe Benefits

Committee regarding employee tuition assistance. It will be discussed at next month's meeting under Old Business, and senators are asked to look over the information before the April meeting. Motion passed.

- B. James Owensby, the husband of former Classified Senate President Jennyfer Owensby, has a Facebook page: James Owensby's Journey with Leukemia.

XI. Campus Committee Reports

- A. Recycling Committee: Mike Ashcraft reported that they are working on plans for recycling on Fake Patty's Day and ideas for Earth Day in April.
- B. Service & Maintenance Committee: Dale Billam reported that they received information on proper snow removal techniques, and the physical effects of snow removal.
- C. Master Plan Committee: Dale Billam reported that there should be a presentation within the next month or two to examine the next steps in the process.
- D. Search Committees: Annette Hernandez reported that the position for department head of Engineering Technology at Salina has 2 interviews scheduled.

XII. Carol Marden, Chair, Alternative Service Committee

Carol Marden, Janel Harder, Marlene Walker, and Barb Nagel, representatives on the Alternative Service Committee, distributed information, discussed the work of the committee, and answered questions. Two more sessions have been added to the informational meetings to be held in April and May. Both will be held in Human Resources in their conference room. The members talked about motivating factors for looking at alternative service: having options, increased flexibility, and to enhance employment. Three things that won't change if we move to alternative service are health insurance, leave, and retirement. Nothing will affect the agreements with unions, and there will be no layoffs or salary reductions because of a move to alternative service. The committee members then discussed the four white papers outlined below.

- A. Performance Appraisal: The long, cumbersome evaluation forms could be changed, and customization would be possible. Senators suggested that better supervisory training should be provided, and should be mandatory. The Peer Review Committee would be retained, something KU does not have. The current evaluation forms and appeals to the state Civil Service Board would not be part of the new plan.
- B. Discipline/Protection System: A new system would be needed to replace the functions of the state Civil Service Board.
- C. Compensation: Implementation of this phase could take 2-4 years to complete. The old "step" plan could be used temporarily. A broadband approach, with ranges of salaries, is used at KU and could be implemented here. Different classifications and job titles could be used. The committee would like for longevity pay to continue and be added to the base for raise calculations, pending legislation. Market adjustments, particularly for those who have been left out by the postponements of the legislature in fully funding HB 2916 passed in 2008, would be included.

D. Recruitment: Specialized qualifications could be advertised for with the alternative service plan. There would be no bumping rights or right of first refusals from other state agencies.

The Alternative Service Committee members encouraged all classified employees to attend one of the informational sessions available. Registration is available through the HRIS self-service portal: <https://www.as.ksu.edu/psp/HRIS>. More information is also available on the Alternative Service Committee website: <http://www.k-state.edu/altservcomm/>.

XIII. Adjournment

John Wolf moved to adjourn the meeting. Terri Wyrick seconded the motion. Motion passed.

Respectfully submitted,

Pat Fine

Classified Senate Secretary