

**Kansas State University Faculty Senate**

**Professional Staff Affairs Committee**

**Minutes**

**September 19, 2017, 3:30 pm – Business Building 3046**

**Present:** Ashley Thomas (co-chair), Mary Anne Andrews, Christina Hauck, Mal Hoover, Bill Johnson, Kim Kerschen, Jordan Kiehl, Alyssa Wendel

**Call to Order**

**Approval of September 5, 2017 minutes.** Approved.

**Employee Relations Presentation – Bill Johnson, HCS/PSA Liaison**

Johnson distributed a handout: Employee Relations & Engagement Cases (11-1-14 to 6-30-17).

There has been an increase in cases reported by employees. HCS looks at this as a positive situation as it shows growth in the way they are working across campus and that there is trust in the unit to take reports seriously and act on them. Cases over the past 3 years have risen from 67 to 175. This number represents the number of employee reports to HCS, not the actual findings of each report. Johnson provided examples of cases submitted and a breakdown of the types of reports (e.g., attendance, discipline, interpersonal conflict, tenure, work environment.) Other contributing factors to the increase in cases reported are an outcome of Total Rewards, and the recent position title changes.

The Reclassification Process is now available (*K-State Today*, Sept. 19, 2017). Requests will be accepted from September 1 to October 15, and then again February 1 to March 15. During the transition to the new procedure this fall a one-time exception is the extension of the fall period from September 1 to October 31, 2017. Information on the Reclassification Process is located in the <http://www.k-state.edu/hcs/work-life/compensation/job-title-search/request-reclass.html>

**Old Business**

- a. Salary and Fringe Benefits Committee representative – low time commitment, meets once a month or less; schedule has not been established for 2017-18 academic year. Will address again at the October 3 meeting.
- b. Communications to our constituents –
  1. Post PSA minutes on K-State Today – Thomas distributed a draft of an article she will be submitting. With minor edits the draft was approved and the article will be sent in for publication. The article will provide an overview of our purpose and a listing of committee members and location of agendas and minutes on the University website.
  2. Other ideas – a digital sign on each College's electronic board listing the college's PSA representative and contact; once a month article in *K-State Today* highlighting the prior month's activities, similar to how USS does. Continue to think on this are report back.
- c. Enhancement Program for unclassified professionals –
  1. Research is underway. Any ideas submit to Sump or Thomas. More information to follow.

## **New Business**

- a. KBOR presentation – Ashley Thomas
  - i. Thomas will be presenting to the Kansas Board of Regents on September 20 representing all four-year regent institutions Unclassified Professionals (aka: PS). Unclassified professionals are only permitted to present to the Board twice a year (September and January), whereas, USS report monthly.
  - ii. Thomas provided an overview of her comments, which are points of common interest across the six Regents institutions: thanking the Regents for allowing UP to present; appreciation for legislature giving increase in salaries, but this has inadvertently caused compression and morale issues; the rising cost of insurance has negated increase in wages for the majority; the HealthQuest system is too excessive in how employees earn points and many cannot meet the requirements, or chose to not participate; and, will carefully bring up the current gun control policy.
- b. State of University – one or two questions for President Myers
  - i. Please send one or two questions to Thomas to present by Friday, September 22 at 5:00 p.m. She will forward.
- c. Rotation/change of leadership for PSA – Ashley Thomas
  - i. Requested ideas for handing over of leadership for PSA from one year to the next. It is in the best interest of the committee and for the incoming Chair to have had some experience with attending the various committees and being current on topics of importance. One suggestion to use a rotation of leadership similar to Faculty Senate. The Committee elects each spring a Chair-elect. This position attends all the meetings with the Chair and then at years end assumes the role of Chair and a new Chair-elect is voted upon. This lends cohesiveness between years and allows for back up.

## **Other**

Thomas asked Jordan Kiehl what SGA is working on at this time. Kiehl responded that there is a big push to change the climate of unease caused by the various racial and ethnic signs and language heard on campus. It is complex and hard to reach those who need to be reached as they tend to stay away from gatherings, lectures, etc. Andrews directed Kiehl to the Southern Poverty Law Center's website where there is information on how to address this issue on campuses.

## **Adjourned**

**NEXT MEETING:** October 3, 2017 @ 3:30 p.m. in BB 3046

**Submitted by:** Mary Anne Andrews