

**KANSAS STATE UNIVERSITY FACULTY SENATE
PROFESSIONAL STAFF AFFAIRS MINUTES OCTOBER 3, 2017; 3:30PM,
BUSINESS BUILDING ROOM 3046**

Present: Kelly Briggs (Education); Jo Crawford (Libraries; Secretary); Christina Hauck (Arts and Sciences); Mal Hoover (Vet Medicine); Bill Johnson (HCS); Jordan Kiehl (Student Representative); Ashley Thomas (Business Admin; Co-chair); Stacy Warner (Research and Extension)

Guest: Katie Lynn (Libraries)

- I. Call to Order by Ashley Thomas. Loleta Sump is attending a training session today.
- II. Approval of September 19, 2017 minutes – minutes will be sent out by email in the near future.
- III. 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

Mal Hoover volunteered, with thanks by the Committee.

- b. Rotation/change of leadership for PSA

Ashley discussed the advantages of adopting a rotation system consistent with Faculty Senate. The PSA vice-chair would shadow the PSA chair during his/her first year, thereby being better prepared before assuming chair responsibilities the second year. The Committee discussed the advantages of moving to this approach. The general consensus was to move ahead with it.

- c. Communications to our constituents
 - i. Ashley's article in K-State Today – anyone have someone contact them as a result of the PSA article? Yes! Several members reported that the article had been noticed and remarked upon in their department/college. The Vet Med College has a non-faculty committee and has approached Mal Hoover to become their liaison to PSA.
 - ii. What next? The Committee discussed the pros/cons of a few ideas such as holding an open forum occasionally, setting up a table at the annual Benefits Fair or at the Edwards Hall sessions for new staff members, and participating at the New Faculty Orientation. More discussion and investigation will continue on ideas to improve communication to constituents.

Bill Johnson will follow up on some metrics that the Committee would find useful, such as the number of unclassified professional staff members on campus. Jo mentioned that the May 2017 minutes include a fuller list of metrics that, if available, would be helpful to the work of the Committee. Bill also suggested contacting Amanda McDiffet in Benefits to explore PSA having a representative at HCS sessions.

- d. Enhancement Program for unclassified professionals
 - i. Loleta research in progress, such as ceremony sponsors, how awards programs are organized, etc.

- ii. Awards Ceremony? Different options were mentioned with ideas on next steps.
 - iii. Further thoughts/ideas? Mal Hoover reported that Texas A&M has a staff appreciation week, with grants being awarded, prizes, photos and more. She suggests looking at the Big 12 universities for ideas from peer institutions. Also, Vet schools offer continuing education opportunities.
- e. KBOR presentation – Ashley reported on her recent experience presenting at the recent Kansas Board of Regents meeting. Her presentation went well. She reported on the attention that was paid to the presentation by Carrie Fink that clearly showed how recent salary increases were offset by the increase in the cost of standard benefits. Ashley and Loleta both participated in a meeting with the PSA chairs from other universities. At the upcoming KBOR visit to K-State campus scheduled for October 17, Faculty Senate Leadership Council representatives will have 30 minutes to present.
 - f. State of University address – comments. The Committee noted the remark by President Myers on a “new budget model” to be implemented in FY19. Unfortunately, enrollment is down, yet the graduate rate has increased. There was also discussion about the President’s remarks in support of diversity and condemning the recent incidents on campus.

IV. New Business

- a. Suggestion: Maintain a laundry list of good ideas at bottom of each month’s agenda
- b. Over time, develop and discuss a list of protections/benefits that faculty and USS staff have but Unclassified Professionals do not.
- c. The HCS web site requires a password to see a generic job description on the Total Rewards section. Bill will look into it.

V. Other Business

- a. Student representation Jordan Kiehl reported on a recent meeting with Dr. Bosco on the important topic of student group accountability.
- b. Committee members expressed sincere condolences to the family of Associate VP Steven Logback who passed away unexpectedly.
- c. Looking forward to an update about the progress of the campus advisor group looking at the career ladder for advisors.

VI. Adjourn

NEXT MEETING: October 17, 2017 @ 3:30 p.m. in BB 3046