

Kansas State University Faculty Senate Professional Staff Affairs
May 7th, 2024, 3:30 – 4:45 pm
Business Building 3046 or Zoom link: <https://ksu.zoom.us/j/91721758009>

Attending in the room were Monica Curnutt, Renee Gates, Will Grogan, Shanna Legleiter, Justin Wild, Maggie Denton, Linda Craghead, Mark Stadlander. On-line: Mishelle Hay-McCammant, Tandy Rundus, Kimm Dennis, Lisa Wilken, and Mariya Vaughan.

Meeting was called to order. Linda moved and Renee seconded to approve minutes of April 16th.

New/Ongoing Business:

Shanna Legleiter, Amanda McDiffett, and Maggi Denton have been invited and will be sharing year-end updates during this meeting and May 21st meeting.

Shanna began with sharing more on the **Performance Management System**. She noted it had kicked off pre cyber-incident and has a University-wide steering group working on it. Shanna shared a PowerPoint that she is using to do road shows with groups to share updates and increase awareness this spring and summer. Once the road show is complete interested persons can follow updates via the HR website.

She noted that the scope of work is staff only, not faculty. The proposed Performance Management Forms/documents will also be emailed to the committee after the meeting.

Questions/comments that came up throughout the presentation:

- how far up the pay grade scale does this go? As long as someone is not faculty or have a tenure home they will be a part of this process.
- It was discussed that the Core Value and Standards of Excellence were overall good additions and all 34 standards will be available for use in layering into the system and process.
- The 4-point rating scale was discussed and concerns shared
- The group reviewed the different options for implementation and preferred Option 3
- Shanna shared there will be no such thing as just certain numbers or types of ratings.
- PPM Trackers and handbooks will be adjusted for new system.
- Department or Unit heads should support the supervisors that have completed the evaluations.
- The importance of training some colleges in this new process was noted as very important.
- Will unify the process for USS and UPS as it moves forward.
- Several shared thankfulness that this change in processes is finally moving forward.

To be addressed by Shanna and staff at May 21st meeting:

- ii. Time & Leave System
- iii. Notice of non-reappointment policy
- iv. Workload policy

Vote for PSA Committee Co-chair June 2024-May 2025 was held. Linda Craghead had agreed to co-chair. Group cast a unanimous ballot. It was noted that new Senate members would be installed May 14th so could attend May 21st committee meeting.

Other Business was submitted by email to Tandy Rundus, recorder, due to time constraints in the meeting.

Staff Spotlight-Linda Craghead

The Staff Spotlight committee met April 29th & 30th during which the following individuals were selected to receive Staff Spotlight recognition:

March 2024

Lara Weisbender - Extension Nutrition Program (USS)

Robert Beckley - Derby Dining (USS)

Julie Rowe - K-State Salina - Student Life (UPS)

Kurt Zolgan - Div. of IT (UPS)

April 2024

Jacob Holle - Housing & Dining Grounds Dept. (USS)

Mary Beth Rhodes - Human Resources (UPS)

Sonya Baker - College of Arts & Sciences - Deans Office (UPS)

Melissa Harvey - KCARE & KWI (UPS)

Renee Gates will replace Casey Keller on the selection committee. Kimm Dennis will draft award letters for signature by the President and submit K-State article soliciting nominees. Mary Emerson-Sullivan (with support from Renee) will draft K-State Today article for March/April recipients. Linda is submitting payment requests. Reviewed & clarified verbiage of guidelines for selection. Will meet the week of May 20th to select May recipients. Renee & Michelle will meet with Leadership to discuss extending the program through FY25 at a net payment amount.

SGA Report – no report

USS Report – Kimm Dennis – no report

Term Staff Report – Tandy Rundus – Marcus Kidd is new contact; Brad Cunningham running for President. Heard from him and Sara Luly also running. Group just heard report out of members of different committees. Group will meet again in early June to switch membership and ensure committee assignments.

Salary and Fringe Benefits Committee Report – Linda Craghead

The Salary & Fringe Benefits Committee met at 9 a.m. on May 7th. Chair, Brian Lindshield, shared *The Chronicle of Higher Education* report "How Much Has Noninstructional-Employee Pay Changed Over Time?" which can be found at https://www.chronicle.com/article/how-much-has-noninstructional-employee-pay-changed-over-time?utm_source=iterable&utm_medium=email&utm_campaign=campaign_9778551_nl_Academe-Today_date_20240507&cid=at

Marci Ritter reported that the RFP for the Compensation study is scheduled to be complete by late summer/early fall. It is anticipated that there will be a three-prong approach

1. Faculty compensation study
2. Staff compensation study and
3. Grad student compensation study

Marci requested a name of an individual from the committee that would be interested in assisting with the RFP development. It was suggested that we wait until committee assignments have been completed

and that a member of staff & faculty participate. Marci will need names asap since the RFP is due before the next scheduled meeting.

Chris Urban reported that they have discovered a way to potentially report on Emeritus Faculty and Staff. Until now, this has not been tracked. This will allow calculation of potential costs to provide emeritus faculty and staff with dependent tuition benefits.

Brian Lindshield encouraged future members to continue to move the committee's recommendations forward for promoted non-tenure track faculty. Brian indicated that the recommendations had moved out of committee and should be on the docket for full senate consideration at the next meeting.

Terri Gaeddert noted that she will be on sabbatical during the fall semester; however, she is willing to continue her involvement with the committee while on sabbatical. The committee expressed their support pending the confirmation that this does not violate sabbatical rules. Terri will confer with her dean and report back.

Link to the Salary & Fringe benefits committee report on Compensation for Promoted Non-Tenure-Track Faculty.

 [SalariesBenefitsSubcommitteeReport Mar 24.docx](#)

The committee expressed their appreciation to Brian Lindshield for serving as chair over the last year. His tenure on the committee has come to an end. Mishelle Hay McCamant has accepted the position of Chair for the Salary & Fringe Benefits Committee for the 24/25 academic year. The committee will reconvene in August 2024.

PSA Committee meeting adjourned 5pm; Tandy Rundus recorder