

**Minutes**  
**K-State University Support Staff Senate**

Date: April 8, 2020 – 1:00pm

Zoom meeting

**I. Call to Order:** Meeting was called to order at 1:00PM.

**II. Roll Call:**

**Present:** Teresa Adams, Roxann Blasi, Monica Curnutt, Tara Fronce, Brittany Green, Kelly Ingalsbe, Mary Oborny, Kylie Rethman, Cyreathia Reyer, Denny Ryan, Cyndi Slover, Debbie Webb, Barb Wells, Debra Wilcox, LaVern Williamson

**Excused:** Maria Beebe, Becki Bhonenblust, Jane Cleveland, Sandy Emme, Vickey Grochowski

**Unexcused:** Penny Crawford, Michael Seymour

**III. Guest Speaker/s:** Shanna Legleiter, Associate Vice President of Human Capital Services and Jenny Dowell, Manager, Compensation and Organizational Effectiveness.

- Reviewed and outlined the 2020 implementation of the Fair Labor Standards Act. Exempt status is based on salary amount as well as duties.
- Reviewed the time line and indicated that determinations should be made by the end of the fiscal year.

**IV. Minutes:** Kellie Ingalsbe moved to accept the March meeting minutes with corrections outlined. The motion was seconded by Debra Wilcox. March 2020 minutes were approved with the corrections.

**V. Budget/Treasurer's Report:** Kelly Ingalsbe reported the ending balances as of 03/31/2020 for the following: Foundation Account (C-21151-CS) had a contribution of \$13.69 for ending balance is \$11,880.21. The Foundation Account (C-21155-CS) ending balance is \$195.07. The Foundations Account (C-23750-CS Awards Ceremony) ending balance is \$0. The State Account (NMAF205629) had expenditures for the posters for the open forum of \$22.15 and postage for the retiree mailings of \$42.10 ending balance is \$1,169.07. Total Funds available as of 04/08/2020 is \$13,244.35. Debbie Webb moved to accept the budget/treasurer's report. Kylie Rethman seconded the motion. Motion Carried.

**VI. HCS Liaison Report:** LaVerne Williamson, Employee Relations & Engagement Spec – HCS – HCS are in full function being creative on how doing somethings. Get word out continuing to support supervisors and employees through conflicts. Currently working with departments who have probationary employees – with working remotely – may need some extensions on probationary status. HCS website has a wealth of information and FAQ's. Always free to contact HCS. Remind employees that the EAP program is available for them to share feelings if needed.

**VII. Unclassified Professionals Committee Report:** Maria Beebe- Maria was not in attendance Sam reported that they had a brief meeting – went over new co-chair and who will be secretary

**VIII. Admin & Finance Liaison Report:** Tara Fronce, Executive Assistant to the Vice President for Administration and Finance – No report, accepted questions or comments to report back. Haven't heard how long this might last.

**IX. President/Executive Council Report:** Cyreathia Reyer– Wondering how everyone is doing working remotely. Any issues to be carried forward. Several shared how they are working and described their workspaces.

**X. Senate Standing Committees:**

**A. Communication Committee (Jane Cleveland)** – Keeping the website up-to-date

**B. Governmental Affairs Committee (Denny Ryan)** – Still need to send out the nominations next week for vacant positions. Need to figure out how we want to do the senator-at-large.

**C. Recognition Ceremony Committee (Debra Wilcox/ Kelly Ingalsbe)** – No in-person ceremony this year. Working listing of employees by unit that are going to be recognized. Trying to encourage all to be patient. Going do awards made and send to

departments/units to be distributed. Do the program. Still going to do the years of service awards. Awards will be started when folks can get back on campus. Retiree certificates ready to print when back to campus and mailed.

**D. University Affairs Committee (Mary Oborny) – No Report**

**XI. Campus Committee Reports:**

- A. **Campus Recycling Advisory Committee** – No report - recycling is closed.
- B. **Campus Planning and Development Advisory Committee** – No Report
- C. **Campus Environmental Health and Safety Committee** – No Report
- D. **KSUnite** – K-State Today has updated
- E. **FSCOT (Faculty Senate Committee on Technology)** – Did not meet
- F. **FSCOUP (Faculty Senate Committee on University Planning)** – No Report
- G. **EFSSFB (Faculty Senate Salary and Fringe Benefit Committee)** – Haven't met
- H. **Parking Council** – Talk about refund money because people are not on campus. Don't know the decision.
- I. **President's Commission on the Status of Women** – Did not meet this month. Professional Development Funds postponed due to travel ban.
- J. **President's Commission on Multicultural Affairs** – Haven't met – Work group continue to work on revising statements and moving forward.
- K. **Search for Deans and Above** –  
Zoom interviews for General Council
- L. **Other** –HCS has a lot of online training available if needed.

**XII. Old Business:**

- A. None

**XIII. New Business:**

- A. None

**XIV. Adjournment:** Cyndi Slover moved to adjourn. Roxanne Blasi seconded. Meeting adjourned.