

Minutes
K-State University Support Staff Senate
March 13, 2019
Student Union Cottonwood Room

I. Call to Order: Meeting was called to order at 1:00 p.m.

II. Roll Call:

Present: Teresa Adams, Roxann Blasi, Becki Bohnenblust, Jane Cleveland, Carrie Fink, Steve Greinke, Vickey Grochowski, Aimee Hawkes, Susan Hazelbaker, Annette Hernandez, Kelly Ingalsbe, Emily Johnson, Mary Oborny, Kylie Rethman, Cyreathia Reyer, Dennis Ryan, Michael Seymour II, Cynthia Slover, Debbie Webb, Barbara Wells, Debra Wilcox.

Excused: Debra Enos, Tara Fronce, Joy Knutson

Unexcused:

III. Guest Speaker: Greg Akins, KSSU Assistant Director/Operations and ID Center Manager and Robert Howard, KSSU Database Administrator.

IV. Minutes: February 13, 2019: Cyreathia Reyer moved to accept the February Meeting Minutes as corrected. The motion was seconded by Carrie Fink. Motion Carried.

V. Budget/Treasurer's Report: Kelly Ingalsbe reported the ending balances as of 3/12/2019 for the following: Foundation Account (C-21151-CS) ending balance is \$11,842.27. The Foundation Account (C-21155-CS) ending balance is \$229.55. The Foundations Account (C-23750-CS Awards Ceremony) ending balance is \$0.00. The State Account (NMAF205629) ending balance is \$690.91. Total Funds available as of 3/12/2019 is \$12,762.73. Kylie Rethman moved to accept the budget/treasurer's report. Jane Cleveland seconded the motion. Motion Carried.

VI. HCS Liaison Report: Gary Leitnaker – LaVerne Williamson has been hired as the new Employee Relations & Engagement Specialist and will be the new USS/HCS liaison.

New Employee Orientation has changed to K-State New Employee Welcome. <https://www.k-state.edu/hcs/initiatives/new-employee-welcome.html>

VII. Admin & Finance Liaison Report: Tara Fronce – No report.

VIII. President's report: Becki Bohnenblust –

A. Thanks to University Affairs for a successful and nicely put together USS Forum. Several positive comments were received.

B. Service & Maintenance Committee (John Wolf, Chair) – still needs 4 non-KAPE members. This committee meets once a month, 3rd Wednesday which may change and there is not a set term for the members.

C. Joint Leadership meeting with Faculty, Students and Professional Staff

* UPS/USS committee is being formed and will meet on March 19

D. KBOR Survey to be sent March 18, 2019 with results scheduled in May

E. Bio's are needed for USS website from senators – send information to Jane or Aimee

IX. Senate Standing Committees:

A. **Communication Committee (Jane Cleveland/Aimee Hawkes)** – USSS website has been updated. There is a USSS list serve uss-senate@listserv.ksu.edu and USSS email usssenate@ksu.edu. They are working on a ROAR to be published in April.

B. **Governmental Affairs Committee (Annette Hernandez/Denny Ryan)** – Elections for USSS officers will be held at the April 2019 meeting. Send nominations to Annette Hernandez or Denny Ryan. There is an ongoing issue of USS staff numbers decreasing within Colleges and Units and ongoing discussion of how to realign senator seats in the By-Laws.

C. **Recognition Ceremony Committee (Cyreathia Reyer/Debra Wilcox)** – On schedule preparing for Recognition Ceremony which will be held on Thursday, April 18, 2019 at 2:00 p.m. in the main ballroom at the Student Union.

D. **University Affairs Committee (Vickey Grochowski/Cynthia Slover)** – There was a good turnout for the USS Forum on March 7. Results of the Qualtrics Survey from the Spring 2019 Forum will be presented at April 2019 meeting.

X. Campus Committee Reports:

A. **Campus Recycling Advisory Committee –Campus Planning and Development Advisory Committee** – as of week 6 of Recycle Mania in Big XII competition, KSU is currently ranked #2 in Diversion and #1 in Per Capita.

B. **Campus Environmental Health and Safety Committee** – Elm trees are being removed from campus to combat the growing elm beetle population.

C. **President’s Commission on the Status of Women** – no report

D. **President’s Commission on Multicultural Affairs** – Dr. Samuel will present the Inaugural State of Diversity Address on Monday, March 18, 2019 from 3:30 – 5:00 p.m. in the Alumni Center Ballroom.

E. **Search for Deans and Above** – Carrie Fink reported several committees have been formed for upper administration positions with Student Life of which USS has representation. Still no representation for the Deans of Vet Med and College of Ag.

F. **Parking Council** – No report.

G. **Other** – No report.

XI. Old Business: None

XII. New Business:

A. Position reclassifications and guidelines – does USS Senate want/need to be involved? Carrie Fink to work with Jenny Dowell in Talent Acquisition, to schedule a meeting with a group of USS Senators (Steve Greinke, Aimee Hawkes, Susan Hazelbaker, Cyndi Slover and Debra Wilcox) to discuss questions and concerns.

B. Employee Tuition Assistance – For those who take advantage of this program, contact the Enrollment Center within the Registrar’s Office at 532-6254 and if not needed, you can request the Lafene Student Health Fee be removed from fees to be paid.

XIII. Adjournment: Meeting was adjourned at 2:38 p.m. Cyreathia Reyer moved to adjourn the meeting. Emily Johnson seconded the motion. Motion Carried.

Next meeting: April 10, 2019– **1:00 p.m.** – Cottonwood Room, KSU Union.

*** Executive Council at Noon with committee meetings at 12:30, prior to regular monthly meeting. ***