

Minutes
K-State University Support Staff Senate
April 11, 2018
Cottonwood Room – Student Union

I. Call to Order: Meeting was called to order at 12:30 p.m. by President, Carrie Fink.

II. Roll Call:

Present: Roxann Blasi, Becki Bohnenblust, Ruth Bundy, Jane Cleveland, Stephanie Fox, Tara Fronce, Steve Greinke, Vickey Grochowski, Aimee Hawkes, Susan Hazelbaker, Annette Hernandez, Kelly Ingalsbe, Emily Johnson, Doug Kraemer, Randall Lindstrom, Gina Lowe, Carol Marden, Jayme Reid, Cyreathia Reyer, Dennis Ryan, Susan Shuman, Barb Wells, Debra Wilcox, John Wolf (Alternate – Lois S.)

Excused: Joy Knutson. Brenda Nowakowski

Unexcused:

III. Minutes: April 11, 2018: Kelly Ingalsbe moved to accept the March Meeting Minutes. The motion was seconded by Cyreathia Reyer. Motion Carried.

IV. Budget/Treasurer's Report: Kelly Ingalsbe reported the ending balances as of 4/11/18 for the following: Foundation Account (C-21151-CS) ending balance is \$11,354.78. The Foundation Account (C-21155-CS) ending balance is \$242.35. The Foundations Account (C-23750-CS Awards Ceremony) ending balance is \$1943.82. The State Account (NMAF205629) ending balance is \$177.30. Total Funds available as of 4/11/18 is \$13,718.25. Jane Cleveland moved to accept the budget/treasurer's report. Roxann Blasi seconded the motion. Motion Carried.

V. HCS Liaison Report: Gina Lowe reported:

Labor Relations:

Police unit meet and confer is complete and will be before the KBOR in May. This is a 3 yr agreement.

Learning and Development

We are working on supervisory training, with our favorite ER&E colleagues, for the university as that is a major goal for this year. We conducted a focus group yesterday and hope to have some content areas identified and ready to develop.

Talent Acquisition:

Of the 313 USS applications submitted, 64 (20.4%) were submitted using a mobile device. USS applications were submitted using Facebook (2) and LinkedIn (4).

USS Performance Management Planning Process Survey

1232 emails were sent out and 522 responses were received. 379 responded that they have had their planning session. 212 in January, 81 in February, 61 in March and 25 did not indicate which month it was conducted.

VI. Admin & Finance Liaison Report: Tara Fronce – no report.

VII. Election of Officers for June 2018 – May 2019:

President – Becki Bohnenblust

Vice-President – Doug Kraemer

Secretary – Roxann Blasi

Treasurer – Kelly Ingalsbe

At-Large Senator – Dennis Ryan

VIII. President's report: Carrie Fink reported:

A. Carrie and Becki met with HCS concerning the educational and job experience requirements for positions. Some positions require a degree and others accept job experience. The USS and UPS will look at positions and take information back to HCS.

B. The introduction to supervision might be revised in the near future to include UPS staff. This is very preliminary so more information will be coming.

C. The Board of Regent's school survey has been tabled until May 1. They may possibly do a climate survey.

D. Mediation has been discussed recently and the ability for USS to access it. At this same time, HCS is looking at the policy. Because it is in the handbook, Faculty Senate is involved with the revisions. More information will come once there is more information about what updates are occurring.

IX. Old Business: None

X. New Business:

The USS Recognition Ceremony is next Wednesday, April 18th, at 2pm in the KSU Ballroom.

XI. Senate Standing Committees:

A. **Communication Committee** – No report

B. **Governmental Affairs Committee** – No report

C. **Recognition Ceremony Committee** – Volunteers are need to help with setting up and clean up. Also needed for the award tables and raffle tables.

D. **University Affairs Committee** – No report

XII. Campus Committee Reports:

A. **Campus Recycling Advisory Committee** – No report.

B. **Campus Planning and Development Advisory Committee** – No report.

C. **Campus Environmental Health and Safety Committee** – No report.

D. Search for Deans and Above:

i. **Interium Dean/CEO of Polytechnic Campus** – will be starting July 1, 2018.

ii. **Dean of Vet Med** – Have met and are doing zoom interviews with candidates.

iii. **Provost** – Committee made a recommendation. A decision will be forthcoming. Start date is July 1, 2018.

E. **Parking Council** – No report.

F. **Smoking Ban** – Meeting today. Trying to get more exposure. The ban will go into effect June 1, 2018.

G. **Other** – Susan Shuman is leaving.

XIII. Adjournment: Meeting was adjourned at 1:18 p.m.

Cyreathia Reyer moved to adjourn the meeting. Annette Hernandez seconded the motion. Motion Carried.

Next meeting: May 9, 2018 – **12:30 p.m.** – Cottonwood Room – Student Union. Executive Council meeting immediately following.