

Minutes
K-State University Support Staff Senate
July 10, 2019 – 1:00pm
KSSU Cottonwood Room

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

II. Roll Call:

Present: Teresa Adams, Roxann Blasi, Becki Bohnenblust, Jane Cleveland, Thomas Fish, Tara Fronce, Steve Greinke, Vickey Grochowski, Aimee Hawkes, Annette Hernandez, Mary Oborny, Georgia Perez, Kylie Rethman, Cyreathia Reyer, Dennis Ryan, Michael Seymour II, Cynthia Slover, Debbie Webb, Debra Wilcox, Charlotte Self

Excused: Susan Hazelbaker, Kelly Ingalsbe, Barbara Wells, LaVerne Williams

Unexcused: Enos, Debra

III. Guest Speaker: N/A

IV. Minutes: July 10, 2019, Annette Hernandez moved to accept the June meeting minutes with corrections. The motion was seconded by Kylie Rethman. Motion Carried.

V. Budget/Treasurer's Report: No Report

VI. HCS Liaison Report: Charlotte Self, Director Employee Relations & Engagement

- LaVerne Williamson is at Supervisor Training, Charlotte Self is her substitute for this meeting.

Reported that Employee Relations & Engagement is seeking 7 members to serve on the University Support Staff Peer Review Committee and 5 members to serve on the University Support Staff Appeals Board. We would like to have representation from all areas of campus, all job classifications and diverse representation. The time commitment is minimal - one day of training per year and an occasional day for a hearing. Members serve a three-year term. Charlotte is asking to reach out to your constituents for volunteers.

Senators had concerns that supervisors were not approving employees to serve on committees. Charlotte stated she will draft Jay an article to publish in the K-State Today newsletter asking for supervisors support.

VII. Admin & Finance Liaison Report: Tara Fronce, Executive Assistant to the Vice President for Administration and Finance

- Reorganization of Administration and Finance
 - Cindy A. Bontrager – Chief Operation Officer
 - Ethan E. Erickson – Chief Financial Officer

VIII. Installation of New Senators/Secretary:

- Vickey L. Grochowski – Secretary
- Thomas Fish – Senator
- Georgia Perez - Senator

IX. President/Executive Council Report: Cyreathia Reyer–

- A. Parental leave began July 1, 2019
- B. August meeting will be picture day for the senate. Wear your t-shirt if you have one
- C. Goals – Wants increased communication with staff. Determine the best way to communicate, work with Communications Committee to develop a qualtrics survey

- D. UPS – We will be working more collaboratively with the Unclassified Professional Staff Committee of Faculty Senate. USS Senate President will be sitting in on the UPS/Faculty Senate Committee meetings and a USS Senate will have a UPS representative attend our meetings. Faculty Senate president indicated that Faculty Senate is very supportive of USS and willing to lend their voice where we may need it.
- E. There will be an all university gently use coat collection for any person that may need a coat for the winter
 - Cindy and Jay will find a place to put the coats and it is a come and go room. If you need a coat take one if you have a coat leave one for people who may need one.
- F. Sign-up sheet went around the room for Senator's to sign-up for committees

X. Senate Standing Committees:

A. **Communication Committee (Jane Cleveland/Aimee Hawkes)** –Working on the web page/Roar will be out in September.

B. **Governmental Affairs Committee (Annette Hernandez/Denny Ryan)** – What is the matrix for Senators. Dennis and Annette spoke briefly on updating the Senator representative matrix due to low numbers. Possibilities included: keeping the same 1/100 ratio, using an alternate 1/50 ratio, and/or dividing up senator groups by job titles instead of departments. Mike Seymour wants to stick with 1-100 in units or colleges. Becki Bonhnenblust says there are many problems with the 1-100 senators. Mike there is a problem if the unit only has 3 USS employees. Combine colleges together? There are many USS employees being replaced by UPS employees.

- Job Family could affect the employee of the year
- Left to discuss at a later date.

C. **Recognition Ceremony Committee (Kelly Ingalsbe/Debra Wilcox)** –

- The Senate needs to be thinking of a guest speaker for the recognition ceremony

D. **University Affairs Committee (Steve Greinke/Mary Oborny)** –

- Working on the Forum for the Fall 2019
- Getting ready for the Benefits Fair

XI. Campus Committee Reports:

- A. **Campus Recycling Advisory Committee –Campus Planning and Development Advisory Committee** – No Report
- B. **Campus Environmental Health and Safety Committee** – No Report
- C. **KSUnite** – No Report
- D. **Parking Council** – There will be many changes this year and all committee members will need to present for all meetings
- E. **President's Commission on the Status of Women** – No Report
- F. **President's Commission on Multicultural Affairs** – No Report
- G. **Search for Deans and Above** –
 - VP of Enrollment position has been posted. No Report
 - National search for Assistant Vice President for University Risk and Compliance Officer –University Risk and Compliance Officer – Failed search
 - Registrar – Job description is out nationwide looking for applicants
 - Susan Cooper - Interim Registrar
 - Trisha Gott – Interim Director for the School of Leadership Studies
 - Jan Elasser – Deputy CIO for Business Intelligence and Analytics

H. **Other** – No report.

XII. Old Business:

- A. No Report.

XIII. New Business:

A. Principles of Community Update:

- Steve Greinke – Motion to approve as is – There was not a second
- Cyndy Slover – Said there needs to be Students in the principle and the President's Cabinet should also be one of the endorsing university governance bodies on the affirmation
- There was discussion on the phrase atmosphere of justice
- Not approve without changes in the wording
- A statement to approve the article with correction

1. Becki Bohnenblust motion to accept with corrections 2. Debbie Webb second

XIV. Adjournment: Meeting was adjourned at 2:00pm Jane Cleveland moved to adjourn the meeting. Becki Bohnenblust seconded the motion. Motion Carried.