

Minutes
K-State University Support Staff Senate
September 13, 2023 @ 1:00 pm
Cottonwood Room, K-State Student Union; Zoom Meeting ID: 940 8276 3637 Passcode: 349461

- I. Call to Order 1:01 pm
- II. Roll Call: In-person: Regina Crowell, Kimm Dennis, Mary Oborny, Jane Cleveland, Dylan Lackey, Marla Cartenson,
Zoom: Cassie Hall, Emily Johnson, Monica Curnutt, Dennis Ryan, Justin Frederick
Excused: Sandy Emme, Thomas Fish
- III. Minutes from August
 - a. Motion and vote to approve August Minutes: Kimm Dennis thanked Dennis Ryan for covering. Kimm Dennis moved to approve minutes, Dylan Lackey 2nd. Motion passed.
- IV. Budget/Treasurer's Report – No Report
- V. HCS Report – **Maggi Denton** – No report
- VI. Administration and Finance Report – **Tara Fronce** – No Report, had to be at Chief Technology Officer forum.
- VII. Unclassified Professional Staff Affairs Committee Report – **Monica Curnutt** - Next meeting will work on finalizing focus for the year.
- VIII. Office of Intuitional Equity Report – **Justin Frederick** Busy start to the year. Been doing outreach & presentations.
- IX. USS President/Executive Council Report – **Regina Crowell**

Regina - Waiting to see what the Strategic plan will affect. Matching courses to KBOR expectations is picking up a lot.

Mary – Regent's meeting-Lawrence having a meeting on docking survey. They have provided the forum link in case any wanting to watch. All the regents need to send in awards that have been given including both USS & UPS employees. Christmas break discussion happening. Something should come out soon. They are trying to get all in agreement, sounds like one regent is wanting something different. Ft. Hays is doing a market salary increase over the next four years. Learned that KSU is the only regents that does not regularly get to meet with Administrators.
- X. Senate Standing Committees:

Communications – **Jane Cleveland** – Listserv & email access been determined. Email received about ATA. This will still be free on campus but if you go in town, etc. there will be a cost. Faculty Senate also looking into. Website has been updated. The committee listing is not current and will need updated.

Recognition – **Kimm Dennis** – No updated information to report
- XI. Campus Committee Reports:

Campus Recycling Advisory Committee – **Thomas Fish** – No report

Campus Planning and Development Advisory Committee – **Regina Crowell** No report

Campus Environmental Health and Safety Committee – **Dylan Lackey** No Report

President's Commission on Diversity, Equity, Inclusion and Belonging- **Thomas Fish** No report

KSUnite –

Parking Council – **Sandy Emme** No report

President's Commission on Gender Equity –

FS Salary and Fringe Benefits Committee – Regina will reach out to have Mary Oborny added.

FS Committee on Technology – **Regina Crowell** – Manhattan is looking at using team's phones to replace landlines. (Salina has already done this for a portion of the campus) Discussion followed. You buy licenses and renew annually. It is a cost saving. Those without a license can only call another teams user vs with a license you can call anyone. You

can get a physical phone for teams also, but they are expensive Adobe cloud is available with your K-State EID.

FS Committee on University Planning – **Regina Crowell** -Keep confusing that Regina is UPS instead of USS.

XII. Old Business:

- Swearing In: Dylan Lackey was sworn in as treasurer for the 2023-2024 year.
- Shirts: Regina will send Dylan information and shirt samples. He will obtain more information to present in October.

XIII. New Business:

USS Staff Training: Mary attended trainings this summer offered through Sunderland Lab. Mary & Regina spoke to Sunderland employees Tara, Kayleen & Jeff about offering training for employees to learn or improve skills. Some items could be Office skills, Excel, Qualtrics, Adobe, etc. Sunderland lab is open to all employees and has cameras, tripods, cricket to name a few available for use for free. They are working to confirm with other offices that it would not be “stepping on feet” of them. Once confirmed, a survey will be sent to listserv about interest and items they would like to have offered. Also spoke to Renee Gates about if UPS staff would wish to join. She believes they would. This training could help staff with wellness & to grow.

XIV. Other Discussion:

Cat’s Cupboard – It is now limiting the hours that faculty & Staff may go. Believed to be Thursday from 4-6, think weekly but could be monthly. Follow up will be done on this.

XV. Adjournment: Mary Oborny moved to adjourn the meeting, Dylan Lackey 2nd. Motion passed.

Next meeting: October 11, 2023 @ 1:00 pm – Union **Room 205 in Union**