

Minutes
K-State University Support Staff Senate
December 14, 2022 @ 1:00 pm
Cottonwood Room, K-State Student Union; Zoom Meeting ID: 289 124 7737

- I. Call to Order at 1:03 pm
 - a. Roll Call: Monica Macfarlane, Mike Seymour, Kimm Dennis, Regina Crowell, Jane Cleveland (zoom), Mary Oborny, Denny Ryan, Sandy Emme, Bryan Hone (zoom), Dylan Lackey, Laverne Williamson, Mishelle Hay McCammant, Tara Fronce, Emily Johnson, Justin Frederick (zoom)
- II. Minutes from November –Noted changes of Removing Mary Oborny as listed by Monica to Parking Council Agenda. Remainder of items discussed Monica will take care of. With noted change Regina Crowell moved to approve the minutes, Sandy Emme 2nd the motion.
- III. Budget/Treasurer’s Report – **Regina Crowell**

Balance as of 12/13/2022
Foundation Account(C-21151-CS)one contribution of \$20.00, for an ending balance of \$9,370.88
Foundation Account (C-21155-CS) no activity for ending balance of \$195.07
Foundation Account (C-23750-CS Awards Ceremony balance of \$2,730.67.
State Account (NMAF205629) balance of \$3,628.94
Total Funds Available as of 11/2022 are \$15,925.56
Noted changes of adding date at top of senate meeting and removal of statement under boxed area regarding system problems. Motion to approve as corrected by Kimm Dennis, motion seconded by Mike Seymour. December 2022 treasure’s report approved.
- IV. HCS Report – **LaVerne Williamson**

Interviews coming up for Benefits Director. Sr. Talent partner hired – Rosalie Greco. Performance review season. Please encourage supervisors to get done. If assistance needed contact HCS. HCS does not sent reminders to supervisors. February 1st looking at starting supervisor training again.
- V. Administration and Finance Report – **Tara Fronce**

New Executive Director Environment and Health safety, Joe Whitlock, will be starting January 23rd.
- VI. Unclassified Professional Staff Affairs Committee Report – **Mishelle Hay McCammant**

Still working on C 159 language. Want to make sure intentionally inclusive for USS. USS FA asked when they should be looped in. January KBOR meeting will be attended by Mishelle and Rene Gates
- VII. Office of Intuitional Equity Report – **Justin Frederick**

Wrapping up the semester with presentations and reports. They are starting to pack and move to Kedzie Hall 220A. The hope is to be open to everyone on January 3rd with better access for others.
- VIII. USS President/Executive Council Report – **Monica Macfarlane**

Joint council met yesterday. Discussed docking survey. Wichita state only got two administrative leave days. Once heard all other regents got four, they went to management and was able to get changed to four also. Wichita is trying to identify how to work on comments given in docking survey. Regent schools interest in pay studies previously done. Denny pulled past information and gave to the committee.
- IX. Senate Standing Committees:

Communications – **Jane Cleveland/Monica Macfarlane** Forum access will be on website for Qualtrics will link the YouTube.
Recognition – **Regina Crowell/Kimm Sanchez** – Regina plans to send out Qualtrics to try and set January meeting
- X. Campus Committee Reports:

Campus Recycling Advisory Committee – **Thomas Fish**
The committee met 12-5-22 at 11 am in room 202 at the Union. Several noted highlights from the meeting:

 - Campus Race to Zero Waste 2023: We will not participate this next semester. The focus will be on operations, outreach, communications, and education.
 - Formed a Recycling Sub-committee on Education/Communications: Members Ryan, Katie, Shauna-Kay, and Britt.
 - Campus surplus: we have tons of surplus items across campus. Discussion on what to do with it, most colleges and depts have their own stored surplus, a need to centralize inventory for access, utilization, and distribution

Campus Planning and Development Advisory Committee – **Regina Crowell** Will be starting work on campus master planning process in 2023 meetings.

Campus Environmental Health and Safety Committee – **Marla Carstenson/Dylan Lackey**
President's Commission on Diversity, Equity, Inclusion and Belonging – **Be Stoney** Thomas Fish is going to begin attending these meetings. Dr. Rana Johnson will be the new VP for DEIB
Parking Council – **Sandy Emme** – Has not heard from the council

President's Commission on Gender Equity – **Monica Macfarlane**

The December meeting was cancelled per the request of the Provost's office. With the current committee chair leaving in January and the new VP for DEIB having just started December 1st, the President needs time to determine how the chair position will be filled.

FS Salary and Fringe Benefits Committee – **Mary Oborny** Has not heard from the committee
FS Committee on Technology – **Regina Crowell** Monica has sent note to Don that Regina will now be on for her.

FS Committee on University Planning – **Regina Crowell** Monica let Mark know of change, but Regina has not heard from him yet. Monica will find out when next mtg is and let Regina know.

XI. Old Business:

- a. KBOR meeting with Senate Exec 11/17 – Were only given 20 minutes to meet with KBOR. Monica got thru presentation, gave docking survey highlights and USS employee flatline for pay in comparison to other employees information

XII. New Business:

- a. USS Senate Leadership Changes: Monica announced that she will now be leaving on January 20th. She has contacted all committee leaders to let them know of change of members. Executive committee members will be helping to cover committees that Monica attended as USS president until Mike takes over role of president in May. Mary Oborny will be interim president.
- b. USS Senate Structure Change Proposal - b.pg 3 Ex-officio for Union USS staff was added. (does not have to be a paying union member) Proposal is for 3 years. Proposing 4 representative. (One for every 100). We will not be requesting a rep on Academic Affairs or Faculty Affairs. Kimm asked last time of having one rep be from Salina. Monica said this still needs to be added to the document at the next shared governance meeting, tomorrow the 15th. For now, at least the recognition ceremony will continue as usual. Committee members can be any USS employee. The representative will need to report information to a member of the senate or attend senate meetings to provide a report. LaVerne is going to confirm with Justin that a union USS employee can contact him if having issues and will let Monica know. Forums will be announced in S-State Today.
 - i. USS Employee Forum – **Dec 21st @ 10:00AM Forum Hall**
 - ii. Salina Campus Forum – **Dec 20th @ 9:30AM College Center Conference Room**
 - iii. Draft of Faculty Senate USS Caucus proposal

XIII. Adjournment: Jane Cleveland moved to adjourn the meeting, Regina Crowell second. Motion passed.

Next meeting: January 11, 2023 @ 1:00 pm - Cottonwood Room