

MINUTES
K-State University Support Staff Senate

Date: June 9, 2021

Zoom Meeting

- I. **Call to Order:** Meeting was called to order at 1:02 p.m.

- II. **Roll Call:**
Present: Roxann Blasi, Jane Cleveland, Monica Curnutt, Regina Crowell, Vickey Grochowski, Kelly Ingalsbe, Emily Johnson, Joy Knutson, Monica Macfarlane, Mary Oborny, Kylie Rethman, Sam Reyer, Denny Ryan, Debbie Webb, and Kelli Witte.
Excused: Teresa Adams, Sandy Emme, Penny Crawford
Guests: Stephanie Lott, Be Stoney
Ex Officio: Angela Patrick, Renee Gates
Excused: Mishelle Hay McCammant, LaVerne Williamson

- III. **Minutes:**
Motion to Approve by Monica Macfarlane, motion seconded by Sam Reyer. May 2021 minutes approved.

- IV. **Budget/Treasurer's Report: Kelly Ingalsbe**
Balances as of 6/8/2021 for the following:
Foundation Account (C-21151-CS) one contribution of \$25.38 for ending balance of \$10,573.60.
Foundation Account (C-21155-CS) no activity for ending balance of \$195.07.
Foundation Account (C-23750 – CS Awards Ceremony) no activity for ending balance of \$2,772.68.
State Account (NMAF205629) no activity for ending balance of \$3,961.20
Total Funds Available as of 6/8/2021 \$17,502.55
Motion to approve by Sam Reyer, 2nd by Roxann Blasi. May 2021 Treasurer's Report Approved.

- V. **HCS Report:** No Report

- VI. **Administration and Finance Report: Angela Patrick**
Nothing to report.

- VII. **Unclassified Professionals Committee Report: Renee Gates**
Nothing to report. Monica Macfarlane will be taking Mary Oborny's place on the committee going forward.

- VIII. **President/Executive Council Report:**
On April 27th the shared governance group met. Extension has been contacted to see what they needs have for shared governance going forward. Another meeting is planned before the end of June. Discussion on staff caucus will be represented and what joint leadership looks like. State-wide meeting scheduled for June 3rd was cancelled due to an unexpected emergency, has been rescheduled for June 10th, update will be given at the next meeting.

June 5th meeting with Jay and Cindy discussed mask mandate information that went out. Faculty senate concerns about directives were discussed in further detail on June 8th. Facilities is preparing for full return to campus and is removing mask signage from building and stairwells, more room sprayers are being added but it will be up to the faculty whether they sanitize between class sessions. KSU has information on COVID vaccines if they were obtained at Lafene Health Center, if employees received vaccines from other locations, they can upload their vaccine information in the Lafene Health Portal and are encouraged to do so, in order to give campus administration a better idea of how many employees on campus are fully vaccinated.

Provost Taber presented on the budget at the Faculty Senate meeting on June 8th. The budget is looking fairly good for USS at this point; there are no plans for budget cuts or call backs. Waiting on KBOR's approval on new tuition and fee structure we submitted and that meeting is scheduled for the week of June 14th. This fall, Provost Taber will be heading searches for Olathe Leadership, Health and Human Services Dean, and the Associate Provost for Institutional Effectiveness (Brian Niehoff just retired). The interim Associate Provost for Institutional Effectiveness is Tanya Gonzalez. The interim applications for the Health and Human Services Dean were due June 8th, so hopefully an interim will be named in the next couple of weeks.

Other searches that will be taking place this fall include: Morrison Family Associate Vice President for Student Well-being, Chief Diversity Inclusion Officer, and Associate Dean of the Graduate School.

Will be putting up a sign-up sheet in MS Teams for Committee assignments for 2021-2022. Monica Macfarlane has volunteered to co-chair the university affairs committees, so we can begin planning a fall forum. We should look to discuss in July to get setup on Administration calendars.

IX. Senate Standing Committees:

- A. Communications:** Jane Cleveland - April meeting minutes were posted on the website, advance announcement and awards pages were updated. Jane is currently working on the roster and updating the bylaws. If anyone notices items that need to be updated, please let Jane know. Hoping to get a group picture in Sept or Oct. Denny will send the updated and edited bylaws to Jane.
- B. Governmental Affairs:** Denny Ryan - new senators Joy Knutson and Kelli Witte. Looking for new senators-at-large. Encourage people you know to apply.
- C. Recognition Ceremony:** Kelly Ingalsbe – Two departments have not yet picked up their awards - Recreation Services and Housing & Dining. Kelly received some pictures of the awardees and is looking to put those out on the webpage.
- D. University Affairs:** Vickey – nothing

X. Campus Committee Reports:

- A. Recycling:** check their website for updates.
- B. Planning and Development Advisory Committee:** No Report.
- C. Environmental Health and Safety Committee:** Monica Macfarlane – report was attached and there were no questions.

- D. **KSUnite:** Dr. Be Stoney - KSUnite has been set for Oct 12th. Classes/Work will not be dismissed/excused this year. Registration will start around 8:30 and the event will go until about 4:30PM. See website for updates. Meeting with PCMA scheduled for week of June 14th. Currently looking for two guest speakers and will eventually set a date to send out call for proposals. Will provide update in next meeting.
 - E. **Parking Council:** Roxann Blasi – No report.
 - F. **Advisory Committee for Universal Design and Accessibility** – No report
 - G. **President’s Commission on Multicultural Affairs:** Roxann Blasi – No report
 - H. **President’s Commission on the Status of Women:** - Deb Wilcox was our representative for that commission; we still are in need of a replacement. No report
 - I. **FS Salary & Fringe Benefits Committee:** Sam Reyer – They are still looking at salary inequities with gender; they updated the Power BI report which shows information on faculty and staff; discussion over lack of career paths for staff, still discussing lack of staff on CCOPS.
 - J. **Faculty Senate Committee on Technology:** Debbie Webb – Announcement went out on changes made in K-State Today
 - K. **Faculty Senate Committee on Planning:** Sam – No report
 - L. **Search Committee for Deans and Above:** Mary Oborny – Morrison Family Associate Vice President for Student Well-being, Chief Diversity Inclusion Officer, and Associate Dean of the Graduate School.
- XI. Old Business:**
- A. Secretary Nomination - Denny Ryan nominated Kelli Witte until December. Kelli accepted and nomination passed.
- XII. New Business:**
- A. Stephanie Lott- OIE Director/Title IX Coordinator - Stephanie joined the university in April. She will have OIE representation at USS and Faculty Senate meetings going forward. Would like and highly encourages feedback and questions on proposed changes to PPM 3010. Changes have been made to online reporting form (Title 9, 6 & 7); reduced to 1.5 pages instead of 4 pages. Wants to reshape image from being seen as solely an investigative office, this is actually should be the smallest component of their work; wants to focus on prevention education. Building curriculum for freshman K-State culture courses, to delivered alongside the CARE office
 - B. Installation of officers/new senators - Kelli Witte and Joy Knutson were installed as senators for the 2021-2022 USS Senate year. Kelli is an office specialist for the Director of Integrated Studies on the Polytechnic Campus. Joy Knutson is with Facilities and is rejoining the USS Senate. Monica Macfarlane pledged to serve and was installed as Vice President for the 2021-2022 USS Senate year. Kelli Witte pledged to serve and was installed as Secretary for the 2021-2022 USS Senate year. Kelly Ingalsbe pledged to serve and was installed as Treasurer for the 2021-2022 USS Senate year.
 - C. Senators (end of term) – Kylie Reithman, Penny Crawford, Vickey Grochowski
 - D. Senate meetings for summer and next year - No meeting in July. Proposed to meet in person for first few meetings. Looking to hold one meeting this fall at the Polytechnic Campus, perhaps in October. **UPDATE 8/4/21: Meetings moved back to Zoom with COVID cases increasing.**
- XIII. Adjournment:** Kelly Ingalsbe moved to adjourn, motion, meeting adjourned 1:48PM.

Next meeting will be via Zoom at 1:00 pm on 8/11/2021