

Minutes
K-State University Support Staff Senate
March 9 @ 1:00 pm
Via Zoom Meeting ID: 917 8954 5356 **and** Flint Hills Room, Union

- I. Call to Order: Meeting called to order at 1:03 pm
- II. Roll Call: Monica MacFarlane, Kimm Sanchez, Jane Cleveland, Denny Ryan, Teresa Adams, Regina Crowell, Marla Cain, Sandy Emme, Thomas Fish, Jerry Rogers, Bryan Hone.
Excused: Mary Oborny, Kelly Ingalsbe
Absent: Penny Crawford
- III. Guests: Emily Johnson, LaVerne Williamson, Renee Gates, Stephanie Lott
- IV. Minutes from February – Attached
Motion to approve by Regina Crowell, motion seconded by Jane Cleveland. February 2022 minutes approved as submitted.
- V. Budget/Treasurer’s Report – **Kelly Ingalsbe** Attached
 - A. Motion and vote to approve February Budget/Treasurer’s Report. Motion to approve by Sandy Emme, motion seconded by Teresa Adam. February 2022 treasure’s report approved.
 - B. Balance as of 3/8/22
Foundation Account(C-21151-CS) one contribution of \$15.00 for an ending balance of \$10,270.88
Foundation Account (C-21155-CS) no activity for ending balance of \$195.07
Foundation Account (C-223750-CS Awards Ceremony) no activity for ending balance of \$2,772.68.
State Account (NMAF205629) no activity for ending balance of \$3,944.54
Total Funds Available as of 3/8/2022 are \$17,183.28
Motion to approve by Tom Fish, motion seconded by Dandy Emme. March 2022 treasure’s report approved.
- VI. HCS Report – **LaVerne Williamson**
New Employee Shannon Leftwich has joined as the new Talent manager. Talent is now fully staffed. As it relates to compensation, they are short staffed. Patience is appreciated. Reminder that the Discover K-State Lunch and Learn series will be beginning, it is not only for new employees. Anyone may join. Please go to HCS website under benefits to dates and topics.
- VII. Administration and Finance Report – **Tara Fronce** No Report
- VIII. Unclassified Professionals Committee Report – **Renee Gates**
Revision proposition has passed for C192 which relates to positions on Faculty Affairs for a professional staff to be designated. Hope to meet next few weeks with President to talk about staffing issues in particular and where it is felt focus should be also the proposal for staff recognition.
- IX. President/Executive Council Report:
UPS/USS Joint Council meeting was held on February 15, 2022. Discussion centered around morale boosting activities at various regent school (i.e., Coffee with the President, Taco Bout Shared Governance with taco truck, “Life Support for Tiger Employees”) as well as professional development scholarships and grants for staff. Next meeting will be held on March 15 and each school has been asked to bring information on question:
 - What efforts are being made at the KBOR institutions to address menstrual equity issues?

For Example:

- o Do you have certain buildings on campus that provide free menstrual products?
- o Do you have a committee to discuss this?
- o If you do have this at your institution, how are those efforts are being funded/donated? Who takes care of replenishing stock, etc.?

Here at K-State the President's Commission on the Status of Women has a sub-committee specifically for Menstrual Equity. The sub-committee is working on an educational campaign about using HSA/FSA accounts to purchase menstrual products, informing students about the availability of products at Cats' Cupboard and conducting a survey to see what products are available in the various building on campus (for free or at cost). A flyer with some of this information was distributed at the International Women's Day event at the Union on March 8th.

President's Cabinet/President's Advisory Council met on February 23rd. Sue Peterson and Ethan Erickson gave a legislative budget update and Dr. David Rosowsky presented the economic development update.

Monica and I met with President Linton on February 28 to give him a brief overview on staff issues. We shared with him some of the other morale activities that are being held at other schools. President Linton encouraged us to have the spring recognition ceremony in person this spring and he said that he would make it a priority to be in attendance. Our original date of April 27th does not work with his schedule. May 2nd in the afternoon is the only date that he can attend for an hour and the ballroom is open after 12 pm.

A request has been made to meet with President Linton as a group with PSA, the term caucus and USS leadership. Date to be determined to discuss staff issues as a united group.

X. Senate Standing Committees:

Communications - **Jane C** Working on updating the website with new information including the recognition ceremony.

Recognition Ceremony – **Monica M.** President Linton wants to be involved and feels should move forward with in person ceremony. Due to his schedule it looks like ceremony will be held afternoon of May 2nd. Will need all hands on deck to assist with the ceremony. Need senators early to help set up, during ceremony and then clean up. Committee members include Monica, Regina, Kimm, Kelly Teresa and Mary

X. Campus Committee Reports:

Campus Recycling Advisory Committee – check their website for updates

Campus Planning and Development Advisory Committee

Campus Environmental Health and Safety Committee – **Need 1 more (currently Rob Greves)**

KSUnite – see website for updates

Parking Council – **Teresa Adams** We are working on survey for those who have garage parking pass since everything will go to license plate recognition next fall. A class on campus is doing a survey on the buses right now to see about department cover for riders.

President's Commission on Multicultural Affairs – **Open**

President's Commission on the Status of Women – **Monica M/ Kimm (see VP report)**

FS Salary and Fringe Benefits Committee – **Open**

FS Committee on Technology – **Open**

FS Committee on Planning – **Monica M (see VP report)**

Search Committees for Deans and Above: HHS Dean- On campus interviews this week
Others? Not any aware of.

XI. Old Business:

a. Docking Survey update

Information of employees has been submitted to Docking Institute. Survey should be sent out April 5th or 6th.

XII. New Business:

a. Installation of new Senator Bryan Hone, Salina. Bryan was sworn in as new senator from Salina campus for 2022-2023 USS senate term. Bryan is the Flight Operations specialist in flight operations.

b. Vet School Staff Meeting - March 23 2:30-3:30, Library Conference Room, Trotter Hall – Need Senator to attend. Discussion of why they are wanting a USS member, it is believed to be due to their transitioning with KSU. If you can attend please let Monica know otherwise she will plan to attend.

c. All Staff Leadership meeting with President Linton. This is being worked on to be set up. The date will be released once it has been set and confirmed.

d. USS Senate 2022 Officers. Monica will move to President next year, leaving a vacancy in the vice-president slot. Kimm is willing to stay on as secretary unless someone else is wishing to do it. If you would like to nominate yourself or nominate another, please submit names to Mary & Monica. At the April meeting names will be noted and then in the May meeting votes will occur. Monica will send a reminder on Teams regarding nominations. Denny will check by-laws to confirm this is the process.

XIII. Adjournment:

Motion by Regina Crowell to adjourn, Motion seconded by Teresa Adam. Motion passed, meeting ended at 1:38 pm

Next meeting: April 13, 2022 @ 1:00 pm Trying to move meeting back to in person. There will continue to be a zoom option provided however for those who cannot make it in person.