

MINUTES
K-State University Support Staff Senate

Date: May 12, 2021

Zoom Meeting

- I. Call to Order:** Meeting was called to order at 1:00 p.m.
- II. Roll Call:**
Present: Teresa Adams, Roxann Blasi, Penny Crawford, Thomas Fish, Monica Curnutt, Monica Regina Crowell, Penny Crawford, Sandy Emme, Kelly Ingalsbe, Emily Johnson, Monica Macfarlane, Mishelle Hay McCammant, Mary Oborny, Angela Patrick, Peggie Post, Kylie Rethman, Denny Ryan.
Excused: Jane Cleveland, Vickey Grochowski, Sam Reyer, Debbie Webb.
Ex Officio: LaVerne Williamson
Excused:
- III. Minutes:**
Motion to Approve by Monica Macfarlane, motion seconded. April 2021 minutes approved.
- IV. Budget/Treasurer's Report: Kelly Ingalsbe**
Balances as of 4/30/2021 for the following:
Foundation Account (C-21151-CS) one contribution of \$12.69 for ending balance of \$10,548.22.
Foundation Account (c-2155-CS) no activity for ending balance of \$195.07.
Foundation Account (C-23750 – CS Awards Ceremony) Expenses of \$573.74, \$1,105 and \$20.54 for awards, plaques & certificates and annual transfer from C73500 of \$2,575 for ending balance of \$2,772.68.
State Account (NMAF205629) no activity for ending balance of \$3,961.20
Motion to approve by Monica, 2nd by Roxanne. April 2021 Treasurer's Report Approved.
- V. HCS Report: LaVerne Williamson**
Directly from LaVerne:
- As we are preparing across campus to return please share that Employee Relations & Engagement is here to support employees. If there is a medical issue to be addressed in returning to campus, please contact Charlotte Self ADA Coordinator.
- Shanna Legleiter Associate VP HCS will be with Senate Aug 11, 2021 to talk about the purpose of Supervisory Training and what support/training there is for HCS Liaisons relating to professional development.

Learning Development & Talent Acquisitions-HCS

Partnering with the members of Action Step #9 which increases hiring and retention of faculty and staff of color. As a result, Talent has secured a partnership with Job Elephant which resulted in no additional cost to the university. It is a vendor who can assist with some streamlined advertising efforts to increase diversity in applicant pools.

Also, the Talent team is working on a comprehensive recruitment dashboard and has partnered with Institutional Research. For more info, visit the action step #9 webpage.

Learning and Development will be dissolving the Managing Change toolkit as a standalone resource and merging the offerings in that toolkit into the traditional L/D offerings. Many will be available on a regular basis so we encourage USS employees to watch for those opportunities and a revised website coming soon.

VI. Administration and Finance Report: Angela Patrick

Employee Suggestion Program will soon be available. International Travel – hosted open forum this morning, available on Risk & Compliance website. Another forum in the Fall. August 1st is not a hard and first day to be back in Dept. Facilities is preparing to physically get everyone back on campus.

VII. Unclassified Professionals Committee Report: Mishelle Hay McCammant

Proposal for Unclassified Employees to be part of USS Senate passed. This is the first step. General Faculty needs to vote on it. Most likely looking at a vote in the fall. Then they can immediately start voting for their future representatives. Concerns about staff return and what that looks like. Can result in: short staffed, amplified work load, etc. Advocate for those that have concerns.

VIII. President/Executive Council Report:

We are the only USS that was not meeting regularly with President or Faculty Senate. This will be starting for us, so that has worked out well. Mishelle said that we should press meeting with the Provost as well.

IX. Senate Standing Committees:

- A. Communications:** Nothing.
- B. Governmental Affairs:** Denny Ryan– later in meeting
- C. Recognition Ceremony:** Kelly Ingalsbe – awards came from Salina. Working on getting these out. Mary took retiree certificates to Angela and those will get mailed out
- D. University Affairs:** Vickey – nothing

X. Campus Committee Reports:

- A. Recycling:** No report.
- B. Planning and Development Advisory Committee:** No Report
Environmental Health and Safety Committee: Monica Macfarlane – met on 28th and College of Engineering went over labs they have, challenges & goals. Did well with COVID, no evidence of spread, etc. Did have issue w/building on top & basement floors because University decided not to filter those areas and as a result, those areas got worse.
Brian Niehoff is retiring, someone is going to be the interim.
New emergency management coordinator. Next mtg. May 26th.
- C. KSUnite:** No Report
- D. Parking Council:** Teresa Adams/Roxann Blasi – Information online
- E. Advisory Committee for Universal Design and Accessibility –** No report

- F. **President's Commission on Multicultural Affairs:** Roxann Blasi – LaVerne explained JobElephant to us which ensures diversity, etc.
- G. **President's Commission on the Status of Women:** - No report
- H. **FS Salary & Fringe Benefits Committee** – Sam Reyer – No report
- I. **Faculty Senate Committee on Technology:** Debbie Webb – No report
- J. **Faculty Senate Committee on Planning:** Sam – No report
- K. **Search Committee for Deans and Above:** - Mary Oborny – VPR announced, Interim Diversity person to replace Samuelson and appointed new Dean of Libraries, Joe Mocnik.

XI. Old Business:

- A. Officers – All call for those that would want to volunteer to be officers for USS Senate.

XII. New Business:

- A. By-Laws – Because of problems keeping numbers, the by-laws are being changed to make it a voluntary representation instead. Much discussion about Term vs Regular employees.

Denny showed us the deletions to the by-laws and his revisions to go to and “All At-Large positions” system instead. Motion made by Denny Ryan that we accept the change in the by-laws to all At-Large representation. Motion seconded by Monica Macfarlane. Motion passed.

- B. Monica Macfarlane was nominated for next year's Vice President. Kelly Ingalsbe was nominated as next year's Treasurer, both accepted. Secretary position is still open.

XIII. Adjournment: Kelly Ingalsbe moved to adjourn, motion, meeting adjourned 1:53.

Next meeting will be via Zoom at 1:00 pm on 6/9/2021