

Minutes

K-State University Support Staff Senate

5.10.23 @ 1:00 pm

Cottonwood Room, K-State Student Union; Zoom Meeting ID: 940 8276 3637 Passcode: 349461

- I. Call to Order: 1:00 pm
- II. Roll Call: Mary Oborny, Kimm Dennis, Denny Ryan, Regina Crowell, Sandy Emme, Dylan Lackey, Thomas Fish, Jane Cleveland
Excused: Brian Hone (Zoom wouldn't connect)
Liaison: Tara Fronce, Emily Johnson, Mischelle Hay McCammant
- III. Minutes from April – Attached
 - a. Motion and vote to approve April Minutes. Regina Crowell moved to approve April minutes, Denny Ryan 2nd the motion. Motion passed.
- IV. Budget/Treasurer's Report – **Regina Crowell**
Regina handed out and discussion followed about expenses listed from recognition ceremony. Tara Fronce corrected conversation that would leave about \$4,000 in account. Expenses came to less than expected and expenses are not as much as we received, pending the outstanding invoices not received yet. Thanked for everything done and felt job well done. Regina has not received certificates to send out for "Days off" recipient. She did receive response to her email and will send to members. HCS has treat like a regular day. Kimm Dennis moved to approve, Sandy Emme 2nd the motion. Motion passed.
- V. HCS Report – **LaVerne Williamson**
Just a few updates: HCS has welcomed Emma Hubbell as our new Office Specialist who will be managing the front desk. Supervisory Foundational Training Summer session is coming up in June 2023. Please encourage supervisors you know to sign up for all or any they can attend. They can sign up on the HCS website. HCS is continually grateful for the Senate's support and partnership each year encouraging USS employees to volunteer for the Peer Review Committee and Disciplinary Action Appeals Board. This representation is so important. Please share with those in your departments that volunteers are needed! Human Capital Services is seeking 7 employees to serve on the University Support Staff Peer Review Committee and 5 employees for the University Support Staff Disciplinary Action Appeals Board. We need representation from all areas of campus, all job classifications and an overall diverse representation of USS employees. The time commitment is minimal – one day of training per year and an occasional day for a hearing. Members serve a three-year term. If you are interested or have any questions please e-mail La Verne Williamson at lavernew@ksu.edu.
*For more info. on the Peer Review Committee click <https://www.k-state.edu/policies/ppm/4000/4030.html> and The Disciplinary Action Appeals Board click <https://www.k-state.edu/policies/ppm/4000/4035.html>.
- VI. Administration and Finance Report – **Tara Fronce** Budget office meeting later today with budget fiscal officers. Will be announcing budget allocations and discussing plans for upcoming pay plan within the next couple weeks. Be watching K-State today for announcements fir details on a budget plan adjustment. Reading of Tuition increase will be presented to KBOR next week.
Information from the Salina Journal paper regarding state worker pay increases was passed on to Tara.
- VII. Unclassified Professional Staff Affairs Committee Report – **Mishelle Hay McCammant**
Presented to Faculty Senate last night the reading of C159 with Handbook committee the changes for 5 - year review language clarification. Hoping to have it to distribute soon. In April 2022 had a joint meeting of staff leadership with President Linton. One items asked for was funding for staff spotlight. Once a month 2 staff spotlights, includes all staff – USS or Unclassified-being eligible. Nominations will come in and the selection committee will decide the winners. Asked for funds for small gift to winners. Note: Strategic planning is looking at awards, etc. so the staff spotlight may only be funded for this year. Selection committee will be USS, PSA & term caucus representatives. Nominations will not need letters of support for the nomination. Rene Gates or Monica Curnutt will represent PSA next year. Thank you Mishelle for all your services! We appreciate you.
- VIII. Office of Intuitional Equity Report – **Justin Frederick** – No report
- IX. USS President/Executive Council Report – **Mary Oborny**
Shared Governance met last week, next year the proposal for USS caucus change will start with faculty affairs. If it passes it goes forward to leadership & constitution committees. If faculty affairs stop it, then it is done. Discussion followed. Rene Gates will be leading statewide joint Shared Governance next year and meeting will be hosted by K-State. These meetings have been beneficial for all universities that attend.

President Strategic Planning Committee had a retreat to review all working group subcommittees recommendations and go through revisions. It is being updated and will be released to campus at the end of July, beginning of August. With feedback due at the end of August is the plan so it can be in place for Fall. President has committed to funds to implement some of the plans in there. Mary felt everything was on the table and everything was talked about. She feels it will be exciting. Been asked to serve search committee for the new HCS chief HR officer. Have not heard on the IT position search committee.

X. Senate Standing Committees:

Communications – **Jane Cleveland** - No new report. Question asked on how listserv is kept current. Answer, the system periodically checks in the background.

Recognition – **Regina Crowell/Kimm Dennis** – talked about in budget.

XI. Campus Committee Reports:

Campus Recycling Advisory Committee –**Thomas Fish** – Jerry has retired and they need a new chair. Still having issues with the new truck. Still working on Unger complex area for a surplus store type thing until the building goes.

Campus Planning and Development Advisory Committee – **Regina Crowell** – Meet on the 25th and have another round of packets for deferred maintenance to review and grade.

Campus Environmental Health and Safety Committee –**Dylan Lackey** – No new report

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

KSUnite

Parking Council – **Sandy Emme** - No new report

President's Commission on Gender Equity –

FS Salary and Fringe Benefits Committee –

FS Committee on Technology – **Regina Crowell**

FS Committee on University Planning – **Regina Crowell** – Cyber security all have completed, duo a success getting a large amount of them. Hoping strategic plan includes money for assistance with software

XII. Old Business:

a. Searches (Deans and above) – HHS failed. Interim Dean candidate interview was held on 5/8/23. Consensus that will switch search firm next time.

b. Arts & Science. Completed but has not been announced.

XIII. New Business:

a. Elections:

President: Kimm Dennis nominated Regina Crowell for President, motion 2nd by Sandy Emme. Regina accepted the nomination. She left room for discussion. Nominations passed. Regina Crowell will be President for 2023-2024

Vice-President: Regina Crowell nominated Kimm Dennis for Vice-President, motion 2nd by Denny Ryan. Kimm Dennis accepted the nomination. She left room for discussion. Nomination passed. Kimm Dennis will be Vice-President for 2023-2024.

Secretary: No one nominated/volunteered. Kimm Dennis will continue to be Secretary.

Treasurer: Mary Oborny nominated Dylan Lackey, 2nd by Denny Ryan. He left room for discussion. Motion passed.

At Large: Denny Ryan nominated by Mary Oborny, motion 2nd by Kimm Dennis. Nomination passed.

b. Recruitment: Need to really work on getting senators including from facilities and housing & dining. Regina will get new list of USS employees from Jeff Hauser. Mary is trying to get senators from HHS, Kimm will contact Cashier's office. Mary spoke to someone willing to serve as a rep on committees. Need to also get reps for more of the committees that are currently not filled. Even if they do not want/able to attend senate they can be a representative for committees. Send a message out to the listserv. Everyone try to get at least one person.

c. Announcements: Illiterate employees. Some Faculty senate members were upset to hear that we have employees. A proposal has been written up by Rene Gates and secretary of Faculty senate reviewed. It has been sent to the provost office to see if it can get some traction. USS Senate may be contacted to help support.

d. Facilities is having a state union representative on campus May 17th.

e. Next meeting: Installation of officers, we will have our appreciation meal for service. We will also review shirts again at that time. Everyone has nametags except for Dylan.

XIV. Adjournment:

Next meeting: June 14, 2023 @ 1:00 pm - Cottonwood Room