

Minutes

K-State University Support Staff Senate

May 8, 2024 @ 1:00 pm

Cottonwood Room , K-State Student Union; Zoom Meeting ID: 910 3785 5092 Passcode: 861361

- I. Call to Order : 1:04pm
- II. Roll Call: Regina Crowell, Kimm Dennis, Tom Fish, sandy Emme, Mary Oborny, Dennis Ryan, Kristin Copland-Claas, Paula Thomson, Vicki Brown, Tara Fronce, David Threewit, Monica Current, Vicki Brown, Justin Frederick, Shanna Legleiter, Debra Lehmkuhl, Emily Johnson, Michelle Musser, Kris Hanson,
 - a. Excused: Dylan Lackey,
- III. Minutes from March
April minutes approved and changed. Motion, Kimm moved, Sandy seconded, approved.
- IV. Budget/Treasurer's Report – **Dylan Lackey**

C21151: \$9,767.86
Contributions=\$20.00

*There are 2 meritorious service awards pending @ \$200 each

C21155: \$195.07
No activity

C23750: \$6,285.70
Pending=(\$190.00) balloon garland from Confetti & Cashmere

State account: \$3,356.59
No activity
Kimm moved Tom seconded, approved and passed.
- V. HCS Report– **Maggi Denton**
 - a. missing
- VI. Administration and Finance Report – **Tara Fronce**
 - a. **Still working time and attendance contract.**
 - **Reminder to take parking survey**
 - **Submitted tuition and fee proposal – no details yet**
 - **Concur any questions: eform questions about time of processing. Emails are being sent for the processing followups.**
- VII. Unclassified Professional Staff Affairs Committee Report – **Monica Curnutt**
 - a. **Same as what Shanna Legleiter**
- VIII. Office of Intuitional Equity Report – **Justin Frederick**
 - a. **Received information on title IX under ppm 3010**
- IX. USS President/Executive Council Report – **Regina Crowell**
- X. Senate Standing Committees:
Communications – **Jane Cleveland**
Recognition – **Kimm Dennis**
Acrylic plaques, have been picked up.
One 50 years of service plaque need to make and purchase, Sandy motioned Regina seconded
Adjustment to the program, no 2024 belonging. Flyers.
Generally, president gives a donation, will need to make a request.
Confirmed excellent awards, invites to be sent.
Have not heard back from the bookstore.
k-state today announcement about awards.
Mary is doing the script.
Order some white envelopes, motion to order envelopes Kimm, Mary seconded, motion

passed.

XI. **Campus Committee Reports:**

Campus Recycling Advisory Committee –**Thomas Fish**
Campus Planning and Development Advisory Committee – **Regina Crowell**
Campus Environmental Health and Safety Committee –**Dylan Lackey**
President's Commission on Diversity, Equity, Inclusion and Belonging- **Thomas Fish**
Parking Council – **Sandy Emme**
President's Commission on Gender Equity – **Tina Orwig**
FS Salary and Fringe Benefits Committee – **Mary Oborny****
FS Committee on Technology – **Regina Crowell**
FS Committee on University Planning – **Regina Crowell**
USS Mission Statement – **Mary Oborny**

XII. **Old Business:**

Sunderland Training Update-Regina Crowell

Polo's in Mary's office.

XIII. **New Business:**

Nominations/Vote – Mary Oborny

Performance Management – Shanna Legleiter – Road show presentation. 20-minute update. Performance Management background. Unifying staff appraisal. Engaged through seagull., long-term best practices, 5 categories: Strategy, Purpose of Performance management, Capabilities, Technology, tools and processes (resources), Recommendations to align with the 5 categories for performance management. Modeling K-State Values, Standards of excellence, (performance level descriptions), Planning and Assessment, Capabilities, Technology (training and development), Tools and processes (annual calendar, guidance, digital process), Timeline options: 1. Launch as planned (not popular), 2 Summer Phased implementation, 3. Fall phased implementation (most popular).

Questions:

Will send the slides.

Need to vote on new senators. Can get a email out with Qualtrics willing to be a senator or nominate. Then send a ballot after that. Post cards to hand out at recognition. List of positives to being a senator. Note that the changed by laws that are uss employees not a set number from each college.

XIV. **Adjournment: motion to adjourn, Tina moved, Kimm seconded; approved and adjourned.**

Next meeting: June 12, 2024 @ 1:00 pm – Muir Room 224