

Minutes

K-State University Support Staff Senate

June 12, 2024 @ 1:00 pm

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

- I. Call to Order: 1:00 pm
- II. Roll Call: In persons: Kimm Dennis, Thomas Fish, Sandy Emme, Jessica Poling, Maggi Denton, Marla Carstenson.
Zoom: Emily Johnson, Denny Ryan.
- III. Minutes from May: Thomas Fish made motion to approve May minutes, Marla Carstenson 2nd.
Motion passed.
- IV. Budget/Treasurer's Report – **Dylan Lackey** (absent but sent by email)
Balance as 11/07/23 for the following:
(C-21151-CS) (For Professional Development & Meritorious) Contribution of \$10.00, for an ending balance of \$9,777.86. There are two meritorious service awards pending @ \$200 each.

(C-21155-CS) (For Awards ceremony) no activity for ending balance of \$195.07.

(C-223750-CS) (For Awards Ceremony) Donation of \$5,200.00 from the President's Office, \$190.00 Balloon garland*To be refunded*, Several pending expenses but they have not yet been processed. For ending balance of \$11,295.70.
(NMAF205629) (For expenses allowed by state) Champion (for polos for senators) \$473.23 for an ending balance of \$3,919.36.
- V. HCS Report – **Maggi Denton**
Union negotiations were approved by KBOR on June 20th. Front line supervisors to receive training on what agreed to in the new contract. Highlights include minimum pay raise to \$15/hr, anyone below \$15 will increase to \$15, all employees receive 2% pay increase, reimbursements for dining service employee's shoes, union representation, employee reps for equipment presentations, & inclement weather pay options.
Peer Review – This handles the appeals for dismissals. It is asked that permission to not follow normal committee members this one time. There is an occurrence that they need members to take on a case and the need for USS who are available to assist.
Marla moved for HR to be able to expedite this one time to search for USS employees available to serve on the peer review committee for this case. Sandy 2nd motion, motion passed.
Normally senate provides a list of names for the committee. Kimm asked Maggi to check membership as she believes that is one committee she is on and recently completed the training for, however the timeframe for the upcoming appeal review, she will be out of the office. Sandy, Tom, and Marla agreed to serve if additional members needed. Three names were provided to Maggi as recommendations for the expedite members needed.
- VI. Administration and Finance Report – **Tara Fronce** No information to report but is available if any questions.
- VII. Unclassified Professional Staff Affairs Committee Report – **Monica Curnutt** –
Sent report: The Provost has adopted the Faculty Senate resolution to add a Wild Cat Pause day this fall and assessed the pause day for the next three falls to see if it is beneficial before making it permanent. The WC pause day this year is Friday October 11th. He will have departments put together programming for students to attend, enjoy, and benefit from, and so far, only classes have been canceled. Everybody else works – currently the way understood it will be.
- VIII. Office of Intuitional Equity Report – **Justin Frederick** No report
- IX. USS President/Executive Council Report – **Regina Crowell** no report

X. Senate Standing Committees:

Communications – **Jane Cleveland** no report

Recognition – **Kimm Dennis**

Overall view heard from employees of this year's recognition was that employees enjoyed the event and they mentioned liking that there were more door prizes this year. Finances were discussed, from the amounts Kimm had for this year so far and what could be found for last year, there was about \$500 more spent this year. With inflation that was to be expected and this year the union charged us. (some years there is no charge and some years they do charge) Required prize list with winners was provided to Tara on May 30th. All invoices/receipts to date had been provided to Tara also.

Issues noticed by recognition committee:

- The event did get a late start due to employees still doing check-in. Believe they were facilities workers who did not finish lunch break until 11. It had been asked to let employees take an earlier lunch break to prevent this however no response to the request was received.
- We had the vendor not show with balloon garland. She did not answer call during set up and when she returned call it was too late. She apologized for their error and issuing a refund.
- Non-USS (UPS) registered by writing in their names on sign in sheets. Many employees do not know if they are USS or UPS. Kimm asked Maggi if there is a way HR could send or do something to make employees aware of if they are classified USS or UPS. Kimm also acknowledges that she should have asked for a more recent list of USS employees to make the sign in sheets. The list used was provided April 1st. Also, Kimm thought next years announcements could say only USS need to sign in.

Kimm asked those working the sign in tables if the alphabet break-up signs helped to get the line moving better. Response: They believe it did help, periodically they would have to call out to employees who had not looked at signs but overall, it helped.

Recommendations for next year:

- Have own certificates for those winning Excellence awards. Not having ones this year made it awkward.
- Move door prize set up to the back area at opposite end of the food.
- Need more helpers with prizes. If your area has student workers that could help or ask for volunteers on the listserv
- Run registration list closer to event date.
- Announcement already says USS may win prizes but add in announcement that only USS need to check in.

XI. Campus Committee Reports:

Campus Recycling Advisory Committee –**Thomas Fish** Hasn't heard from committee, no update.

Campus Planning and Development Advisory Committee – **Regina Crowell** no report

Campus Environmental Health and Safety Committee –**Dylan Lackey** no report

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

Parking Council – **Sandy Emme** Has not received mtg notification. Jeff Barnes no longer leading.

President's Commission on Gender Equity – **Tina Orwig** no report

FS Salary and Fringe Benefits Committee –

FS Committee on Technology – **Regina Crowell** no report

FS Committee on University Planning – **Regina Crowell** no report

USS Mission Statement – **Mary Oborny** no activity has happened.

XII. Old Business: We did not have quorum to discuss any items.

XIII. New Business: Regina sent message to let know Mary and Jane could also not be in attendance. Please keep Jane, Mary & her husband in our prayers. Jane is currently off work for health reasons. Mary's husband is in KC hospital due to health issues. There is an address to send Mary and her husband a card if you wish If you would like the address, please let us know.

XIV. Adjournment: Thomas Fish motion to adjourn meeting, Sandy Emme 2nd. Motion passed.

Next meeting: July 10, 2024 @ 1:00 pm – Union Cottonwood Room