

**Minutes of the K-State Classified Senate
March 4, 2009**

I. President Jennyfer Owensby called the meeting to order.

II. Employee of the Year Award Special Committee

- A. Barb Nagel reported on the new award. She handed out copies of the Nomination Form along with Award Criteria. She reported that President-Elect Schulz is very supportive of the award. Discussion was held on some of the wording on the nomination form. She also handed out copies of the draft award policies which will be given to Human Resources for finalization. Tracy Ivy moved to accept the nomination form, award criteria and draft policies with changes. Janel Harder seconded. Motion passed. A special thanks to Barb Nagel and the committee for their hard work on this award.

III. Roll Call:

- A. *Present:* Becki Bohnenblust, Jean Bramwell, Richard Brenner, Terri Eddy, Carolyn Elliott, Connie Emig, Brittany Green, Janel Harder, Annette Hernandez, Tracy Ivy, , Claudia Leeds, Gary Leitnaker, Melissa Linenberger, Hanna Manning, Wendy Michaels, Joe Myers, Barb Nagel, Jennyfer Owensby, Rob Reves, Lois Schreiner, Peggy Selvidge, Richard Umscheid, Libby Vathauer, and John Wolf
- B. *Absent – Excused:* Connie Kisse, Connie Reding, and Terri Wyrick
- C. *Absent – Unexcused:* Darrin VanDorn

IV. Cindy Bontrager Budget Discussions

- A. Jennyfer invited Cindy Bontrager to discuss State of Kansas (SOK) budget issues. For FY 2009, K-State will return a one-time 4.25% rescission to the SOK.
- B. There has been discussion on the Death & Disability & Group Health Insurance moratorium. K-State has stopped paying the employer share of those benefits. This change does not affect employee benefits or their paycheck. The SOK is using funds in a central reserve account to pay the employer share of those two benefits for the next nine months.
- C. For fiscal year 2010, the federal stimulus money will have a positive impact on the SOK and higher education budget. Governor Sebelius revised her original FY 2010 budget to accommodate federal stimulus funds. She recommended a 7% permanent budget cut for higher education in FY 2010. We still have a long way to go; however, the Board of Regents governmental affairs liaison believes the legislature will support her recommendation. K-State officials are optimistic a 7% cut will not require campus-wide layoffs and/or furloughs in FY 2010.
- D. By the end of March, we will have more information on the budget. Another budget analysis will be completed after the April 15 tax deadline. A final decision should be made near the end of April.
- E. While many employees are worried about what will happen in FY 2010, it is important for employees to not panic and not believe everything they read. There is a lot of speculation in the media right now. Classified Senate will be kept informed as the SOK budget process proceeds and will disseminate that information to employees.

V. Gary Leitnaker Report:

- A. *Furlough and Layoff Update* – Gary Leitnaker reported Human Resources (HR) received a layoff request. HR will freeze probationary status for positions which fall on that position's pay grade (16) and below for the bumping rights process (<http://www.k-state.edu/hr/layoff.pdf>). HR is hopeful that furloughs will not be necessary in FY 2010 due to federal stimulus funds for the SOK. Departmental Committees on Planning (DCOP) have been activated to address FY 2010 budget cuts in each college.
- B. *Parking Garage Update* –The completion date is scheduled for late-May 2009.

VI. Minutes

- A. The minutes were reviewed. John Wolf moved and Becki Bohnenblust seconded that we approve the minutes as presented. Motion passed.

VII. Treasurer's Report

- A. John Wolf gave the financial report. We will have more expenses in April after the Recognition Ceremony. Melissa Linenberger moved and Tracy Ivy seconded that we accept the treasurer's report. Motion passed.

VIII. Executive Council Report:

- A. *Meeting with President-Elect Schulz* – Jennyfer reported on the Executive Council meeting with President-Elect Schulz. The meeting went very well. President-Elect Schulz was supportive of issues important to classified employees.

IX. Senate Standing Committees:

- A. *Campus Affairs Committee*: No report
- B. *Legislative Affairs Committee*:
1. Carolyn Elliott reported that nomination forms will be sent in campus mail for the election of new Senators. Election ballots will be mailed next month. Senators were encouraged to contact Carolyn (csbe@ksu.edu) or Joe Myers (okia@ksu.edu) if they know anyone who is interested in serving on Classified Senate. We will hold election of officers for the new year in April.
- C. *Recognition Ceremony Committee*: The ceremony will be held on April 8, 2009 in the K-State Student Union Ballroom.
1. Peggy Selvidge reported that the ceremony has been changed from McCain Auditorium to the KSSU Ballrooms due to budget concerns. All Senators are asked to help set up beginning at 8:00 a.m. on April 8. Varney's has agreed to match up to \$500 in gifts for door prizes this year. Door prizes will be accepted from other businesses if they are offered.
- D. *Employee of the Year Award Special Committee*: No additional report.
- E. *Public Relations Committee*:
1. Lois Schreiner reported that the February issue of the ROAR was sent out. The next issue will be published in May. Senators should contact Melissa (mwaso@ksu.edu) or Lois (lschrein@ksu.edu) if they have ideas for the ROAR or would like to suggest someone for the spotlight.

2. Melissa Linenberger submitted pictures for the senator profiles website. Senators were asked to submit their profiles as soon as possible if they had not already done so.

F. Classified Employee Opportunity Fund Special Committee:

1. Richard Umscheid reported the committee is working with Nancy Baker, K-State Planning and Analysis, on an on-line application form. The committee is finalizing the policies and procedures for the fund.

X. University Committee Reports:

A. Parking Council Update: Carolyn Elliott reported there will be an open forum in April to discuss proposals submitted for the parking garage. The following fee structure has been suggested:

- \$1200 – Assigned reserved stall (includes permit price)
- \$600 – Reserved stall (includes permit price)
- \$1.50/hour – maximum \$12.00/day
- \$4.00/day – Visitor or Conference permit

B. Recycling Committee Update: Becki Bohnenblust reported the recycling center is open at the old Wind Erosion Lab. The committee is working with a class to look at space and give recommendations and plans for the recycling center. RecycleMania is still in progress. K-State is looking at different options for recycling campus-wide.

C. Service and Maintenance Safety Committee: Becki Bohnenblust reported on the Service and Maintenance Safety Committee meeting. One of the goals of the committee is to decrease accidents on campus by educating employees. The committee is in the process of compiling a list of all K-State safety publications/DVDs to be used as a campus-wide resource. Next week is weather safety week. There will be a weather drill on Tuesday, March 10 at 1:30 p.m.

XI. Old Business:

A. Bernard Pitts presented at the February meeting regarding day care issues. Jennyfer was asked to submit a memo on behalf of Classified Senate to support a new building for the Center for Child Development. Similar resolutions have been submitted by SGA and Faculty Senate supporting a new center. Discussion was held on the issue. Rob Reves moved and John Wolf seconded to table this discussion for six months until the FY 2010 budget is finalized. Motion passed.

XII. New Business:

A. All-U Campaign Donation to Classified Employee Opportunity Fund – Jennyfer reported that the Opportunity fund has received a \$250 donation for Barb Nagel's work on the All-U Campaign.

B. Re-schedule May meeting – The May meeting of the Classified Senate has been tentatively re-scheduled for Wednesday, May 13. Jennyfer will send out an e-mail to see if this date will work.

C. New Faculty Award for Recognition Ceremony – This will be discussed by the Recognition Ceremony Committee next year and then presented to Senate.

XIII. Adjournment: John Wolf moved and Tracy Ivy seconded that we adjourn. Motion passed.