

## **Minutes of the K-State Classified Senate**

**August 1, 2012**

**I. President Dale Billam called the meeting to order.**

**II. Roll Call**

- A.** Present: Mike Ashcraft, Dale Billam, Paula Connors, Ramon Dominguez, Michele Edwards, Susan Erichsen, Pat Fine, Janet Finney, Doris Galvan, Annette Hernandez, Kerry Jennings, Gary Leitnaker, Kari Lindeen, Sharon Maike, Carol Marden, Christina Nash, Lesa Reves, Rob Reves, Michael Seymour, Maria Sweet, Janice Taggart, Lindsay Thompson, Pam Warren, John Wolf, Terri Wyrick
- B.** Absent, Excused: Will Hirsch, Brad Millington

**III. Photographer at 1:00**

Photo Services will be sending a photographer at 1:00 to take a picture of Classified Senate members for the Classified Senate website.

**IV. Associate VP/Human Resources & Parking Services Report**

- A.** There is still no official word on who will be receiving market adjustments this fiscal year. Lesa Reves asked Gary Leitnaker if the cost for the new wage surveys they are doing will be taken out of the \$8.5 million appropriated this year. Gary said he thought an outside group wasn't being used to do the wage surveys; that it was being done internally by the Division of Personnel Services, and therefore shouldn't be using any of the \$8.5 million for that. The timeline now for the market adjustments to be implemented is September, and Gary doesn't know if it will be retroactive to July 1. Carol Marden commented that the legislature is deviating from the bill, HB2916, passed in 2008. The new evaluation process that is a part of HB2916 is in the last implementation phase of the bill that is being neglected by the legislature.
- B.** Gary Leitnaker checked on the employee suggestion awards program that Mike Seymour had asked about at the July meeting and that Pres. Schulz had stated support for when he met with Senate in April. The legislature did pass a bill in 2011, SB115, which created a new employee suggestion awards program since the previous one had expired in 2006. Division of Personnel Services in Topeka is working on the guidelines and forms, which have to be approved by a legislative

committee, and hopes to have them available this fall. 10% of the savings realized would go to the employee, 10% to the state agency the employee works for, and the rest goes to the state general fund.

- C. Vote in the primary on August 7.
- D. New points for health insurance premium reductions begin August 1. 30 points are needed this year (Aug. 1, 2012-July 31, 2013) and 40 points will be needed the year after in order to receive the \$480 reduction.

**V. Minutes**

The minutes were reviewed. Annette Hernandez moved to accept the minutes. Doris Galvan seconded the motion. Motion passed.

**VI. Budget/Treasurer's Report**

Annette Hernandez presented the budget report with 1 correction for the period July 1-31, 2012. Foundation Account C-21151-CS has a balance of \$2,893.43; Foundation Account C-21155-CS has a balance of \$180.41; Foundation Account C-23750-CS Awards Ceremony has a balance of \$43.59; and State Account NMAF205629 has a balance of \$3,514.38. Total funds available are \$6,631.81. Rob Reves moved to accept the treasurer's report as amended. Christina Nash seconded the motion. Motion passed.

**VII. Executive Council Report**

Executive Council had nothing to report.

**VIII. Classified Senate President's Report**

- A. Dale Billam urged everyone to vote in the August 7 primary. The deadline for advance voting is August 6 at noon.
- B. Sue Peterson of Governmental Relations provided the following statistics at the President's Cabinet: 71 out of 125 representatives in the Kansas House will have served 1 term or less in January; 7 out of 40 people elected to the Kansas Senate will have never served a term in the Senate. Reminders to vote will be placed in K-State Today. All contacts with legislators should be communicated to Sue's office beforehand. If a legislative forum is held after the November elections, it should be open to unclassified staff, faculty, and students as well as classified staff.
- C. The Foundation had a record year, with \$121 million donated or pledged in the last fiscal year.
- D. Janet Finney has been appointed to the Multicultural Affairs campus committee.

## **IX. Senate Standing Committees**

Classified Employee Opportunity Fund report was given and Campus Affairs, Public Relations, Recognition Ceremony, and Legislative Affairs Committee meetings were held for 15 minutes.

- A.** Classified Employee Opportunity Fund: Annette Hernandez reported that 1 award was given in July.
- B.** Campus Affairs Committee: Carol Marden reported that the committee met July 24 to continue work on revamping the Senate website. Committee members will send additional suggestions for revisions to Carol and Maria Sweet, co-chairs. Carol and Maria will review the submitted suggestions, fine tune them, then meet with Kathy Kugle in about 2 weeks to begin making the proposed changes in order to have something for the full Senate to look at available as soon as possible. For the Benefits Fair in October, Maria will send out an e-mail this week asking for Senate members to vote on which of 4 items they prefer for giveaways to be offered at the Senate booth.
- C.** Recognition Ceremony Committee: Annette Hernandez reported that the committee reviewed the timetable for the ceremony in April. The committee will be sending out information on paper to classified, unclassified, and faculty employees regarding nominations for Classified Employee of the Year
- D.** Public Relations Committee: Lindsay Thompson reported that the ROAR will try to finish their draft issue today, and possibly distribute the final version tomorrow. The committee discussed setting up a Twitter and Facebook account for Senate, and having a Senate Open House to be held during one of the Senate's regularly scheduled meetings, preferably before the November 6 election. Both of these items will be brought up under New Business.
- E.** Legislative Affairs Committee: Vote in the primary August 7.

## **X. Campus Committee Reports**

- A.** Faculty Senate Fringe Benefits Committee: No meetings will be held over the summer.
- B.** Recycling Committee: No meeting has been held since the last Senate meeting.
- C.** Council on Parking Operations: No meetings will be held over the summer.
- D.** Environmental Health & Safety Committee: No report was given; the name of the Senate representative has not been submitted yet.
- E.** Peer Review Committee: Rob Reves reported that the committee has 1 hearing coming up.

- F. Safety & Maintenance Committee: Mike Seymour and Dale Billam reported that the last meeting was held at Jardine, with a tour of the kitchen facilities at JP's. A sidewalk on Campus Creek Rd. that a Senate member had inquired about is being examined to improve safety. Mike Seymour reported that safety is improving across the campus.
- G. Master Plan Committee: Dale Billam reported that 213 sq. ft. is needed per student, and the campus is short on space. In order to reach the goal of being a top 50 public research university, research dollars need to increase 110%, to \$262 million a year. The committee also discussed where to find space for the College of Business Administration.
- H. Search Committees: Nothing to report.

**XI. Old Business**

Nothing to report.

**XII. New Business**

- A. Terri Wyrick moved and Mike Ashcraft seconded a motion to hold a Senate Open House in conjunction with a Senate meeting at a date to be determined by Senate Executive Council. Motion passed.
- B. Christina Nash moved and Terri Wyrick seconded a motion for Senate to open a social media account, to be maintained by the Public Relations Committee. Motion passed.
- C. Mike Seymour asked if it would be possible for Senate to appeal to management to use our own classified employee workforce on projects rather than hire outside contractors. Discussion ensued, with no conclusions reached.

**XIII. Adjournment**

Kerry Jennings moved to adjourn the meeting. Rob Reves seconded the motion. Motion passed.

Respectfully submitted,

Pat Fine

Classified Senate Secretary