

**Minutes of the KSU Classified Senate**  
**May 2, 2012**

**I. President Lesa Reves called the meeting to order.**

**II. Roll Call:**

- A. Present:** Dale Billam, Becki Bohnenblust, Paula Connors, Ramon Dominguez, Susan Erichsen, Pat Fine, Janet Finney, Jody Fronce, Doris Galvan, Annette Hernandez, Kerry Jennings, Gary Leitnaker, Sharon Maike, Carol Marden, Brad Millington, Christina Nash, Lesa Reves, Rob Reves, Lois Schreiner, Michael Seymour Sr., Janice Taggart, Lindsay Thompson, Pam Warren, and Terri Wyrick
- B. Absent: Excused:** Vickey Grochowski, Will Hirsch, Cherry Rosenberry, and Maria Sweet

**III. Associate VP/Human Resources and Parking Services Report** – Gary Leitnaker reported on the notification from the state employee health insurance regarding the points for the discount. There is another health assessment next week which will be the last health assessment available for this year. There is a \$480 discount if you receive 20 health assessment points by July 31, 2012. Discussion was held on some of the problems with LabQuest. It was suggested that the presentation from the Health Care Commission at the Benefits Fair is a good time to provide feedback on the insurance.

Gary Leitnaker also reported on the big impact of the concerns expressed at the Parking Council Open Forum. Discussion was held on how the tier system works for parking and if we need to look into suggesting changes to this system. Discussion was held on suggestions on possible changes in the parking garage and some of the items that the increase would be used for. The next meeting of the Parking Council will be next week.

**IV. Minutes:**

The minutes were reviewed. Pat Fine moved to accept the minutes. Sharon Maike seconded the motion. Motion passed.

**V. Budget/Treasurer's Report:**

Annette Hernandez reported that there is no financial report this month.

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

Lesa Reves reported on the July meeting of the Classified Senate. She also reported on the legislative meeting updates with Sue Peterson. House Bill 2468 suggests a reduction in longevity and would abolish vacant positions that have been open more than 90 days. It does include a possible 1½% cost of living adjustment for all state employees with the ability for the Board of Regents to match this with another 1½% for faculty and unclassified positions, but not classified positions. Senate Bill 449 includes the market adjustments for year 4, retaining the longevity and a 1% salary increase for all state employees. The legislature is still working on re-districting which will take precedence over budget issues.

Lesa reported on the President's Cabinet Meeting last week. Faculty Senate has scheduled a special meeting to address salary increases for faculty and unclassified positions.

She also reported on the Women of K-State meeting. One issue she addressed was the mandate that unclassified positions require a 4 year degree which does not reward employees for the work that they do.

Lesla commended the Recognition Ceremony Committee for the great job that they did on the ceremony. She noted that President Schulz and John Currie both commented on how well it was run.

**VII. Senate Standing Committees:** Legislative Affairs and Classified Affairs Committee meetings were held for 15 minutes.

- A. *Recognition Ceremony*** – Annette Hernandez thanked everyone for their hard work on the ceremony. She has several awards that need to be delivered to offices across campus for employees that were not able to be there. She also asked for any suggestions for improvements for next year. There was some discussion on those employees that retired and also should receive years of service awards. Special thanks were expressed to the administration and Varney's for the door prizes. Lesla Reves reported that the 10, 20, 30 and 40 years of service pins will be coming.
- B. *Public Relations Committee*** – Lindsay Thompson reported that the ROAR had gone out. Lesla thanked Lindsay and Ramon for a great job on the ROAR.
- C. *Campus Affairs Committee*** – Carol Marden reported on working with Kathy Kugle on updating the website. Dale Billam moved that the Campus Affairs committee re-design the website. Annette Hernandez seconded. Motion passed. Carol Marden will send an example of the Admissions website and asks for any suggestions for the Classified Senate website. Lesla reported that all Senators need to check the website for bios and pictures.
- D. *Legislative Affairs Committee*** – Dale Billam reported on the by-laws. Some of the changes include taking out the president-elect position and re-doing the election procedure. Discussion was held on the verification of election and maintaining the information for alternates in the President's notebook for three years. Discussion was held on extending an invitation to the K-State Olathe campus if they have any classified positions. Terri Wyrick moved that we accept the changes to the by-laws as reported by Dale. Kerry Jennings seconded. Motion passed.
- E. *Classified Employee Opportunity Fund***: Annette Hernandez reported that there had been three Meritorious Service awards given out this month.

**VIII. Campus Committee Reports:**

- A. *Faculty Senate Fringe Benefits Committee*** - Pam Warren reported that the proposal for tuition assistance for employees to change from 3 to 6 hours per semester was being re-submitted.
- B. *Recycling*** - Terri Wyrick reported on the recycling efforts by K-State. There will be information in the K-State Today to help give guidelines on what items to recycle, what bins to put the recycling in to help with sorting, etc. The sustainability program on campus was also discussed.
- C. *Safety and Maintenance*** – Discussion was held on a suggestion that had been received for a stop sign between the Stonehouse Child Care and the dorm parking lot. The leak by the

Military Science building was discussed. Report any safety issues to Lesa Reves or Becki Bohnenblust.

- D. *Peer Review* – Lesa Reves report that no notification has been received from the University Attorney's office.
- E. *Director of Corporate Engagement Search Committee* – Lesa Reves reported that the Richard Potter has been selected and will start on June 2.
- F. *Dean of K-State Salina Search Committee* – Annette Hernandez reported that they are currently doing on-campus interviews for two candidates.
- G. *Master Plan Task Force* – Dale Billam reported that the task force met earlier today with presentations on configurations of the campus. Discussion was held on making sure that there is parking space and sidewalks for any new buildings. The Ayers Saint Gross group has done several studies on issues facing the campus. Open meetings on the Master Plan have been scheduled. The plan is scheduled to be finalized in September 2012. Use of wind energy for the campus was discussed.

**IX. Old Business:**

- A. The HLC visit was discussed. The Provost felt that everything went well. A final report should be received by September or October.
- B. Rob Reves moved that the July meeting be moved from the 1<sup>st</sup> Wednesday in July to the 2<sup>nd</sup> Wednesday (July 11) in observance of the 4<sup>th</sup> of July holiday. Janice Taggart seconded the motion. Motion carried.

**X. New Business:**

- A. Janice Taggart suggested that we consider having one day for classified employees to come and meet with Senators.
- B. Lesa Reves reminded everyone of the Staff Appreciation Baseball game that is scheduled for May 4, beginning at 6:30 p.m. The three Award of Excellence winners will throw out the first pitch.
- C. Discussion was held on the Classified Employee Opportunity Fund as well as the textbook reimbursement and where the forms are located on the website.
- D. The State Employee Association of Kansas (SEAK) and its role was discussed. This group represents classified employees in front of legislators.
- E. The State Pay Plan Oversight Committee was discussed. Discussion was held on how the pay plan was set up. The group was initially allocated \$85.9 million dollars and \$27 million of that went to classified employees and the rest went to the legislature. According to the bill a report is to be given each year on updates for the pay plan. The committee was made up of 7 voting members. It was suggested that a request be sent for a person from the State Pay Plan Oversight Committee to attend a Classified Senate meeting. Lesa Reves will check to see who is currently on the committee and how to extend an invitation.

**F.** The next meeting will be held on June 6 at the Legends Room. There will not be an Executive Council meeting. This meeting will include both the out-going and in-coming Senators. If you are interested in carpooling to the Legends Room, contact Terri Wyrick.

**XI. Adjournment:**

**A.** Annette Hernandez moved to adjourn. Dale Billam seconded. Meeting adjourned.

Respectfully submitted,

Lois Schreiner  
Classified Senate Secretary