

Classified Senate Meeting
 Kansas State University
 Kansas State Union Room 206

November 1, 2000 <http://www.ksu.edu/class-senate>

I. Roll Call

In Attendance: S. Adams, P. Armour, D. Becker, J. Chrest, M. Garner, Charlene Chabries (proctor for Vicki Grochowski), L. Hutchins, G. Jackson, C. Kisse, M. Lewis, T. McCarty, Q. Rawlins, R. Riffel, D. Rogers, C. Reyer, P. Schierer, F. Sperman, S. Taylor, A. Treinen, V. White, J. Yonning, T. Zerbe

Absent: D. Dean (excused), C. Grice (excused), L. McCoy (unexcused)

II. Guests: KSU Painters

Four representatives came to Classified Senate with a letter asking for our support in helping them establish a Painter II position for the purpose of promoting. They had petitions signed by all of the painters in the State of Kansas. The painters have a supervisor position that only 3 people in the entire state are classified as and these people would not mind having their position retitled. Some suggestions to the painters were to look at using some existing titles and reclass some of the positions. They were also given a name, Bobbi Mariani, Director of Division Personnel Service, to contact for reallocation.

III. Gary Leitnaker

- A. New supervisory training for lead and support managers after the first of the year.
- B. November 7, 2000, 8:30 - noon, Workshops on how to write job descriptions.
- C. November 10, 2000, Veterans Holiday for Classified Employees only
- D. November 23-24, 2000, Thanksgiving Holiday for everyone.

IV. Approval of October 4, 2000 minutes were unanimously approved after the corrections were noted.

V. Budget Report

Recognition Ceremony \$1,934.32

Foundation Account \$1,540.48

State Account \$ 581.00

VI. Standing Committee Reports

- A. Codes & By-laws (Ann Marie)- committee will meet to get changes for next meeting.
- B. Education and Enrichment (Shawn Taylor)- December 1 is the deadline for tuition assistance for the spring. The amounts allocated per semester are as follows: Fall- \$11,000, Spring- \$11,000, and Summer-\$3,000.
- C. Election (Marilyn Lewis)- Welcomed Quentin (Trouble is back!).
- D. Personnel/Benefits - The Benefits fair went well. Passed out 175 questionnaires and only received 6 back. Legislative day was disappointing. There were 19 in attendance and 10 of them were senators. Pugh made a comment concerning the attendance issue. Something needs to be established, possibly in the policies and procedures manual, stating that Classified Employees should be allowed to attend Legislative Day, Recognition Ceremony, Senate meetings, and the Benefits fair. Still haven't heard anything about Legislative Day in Topeka.
- E. Publicity - Newsletter out next week.
- F. Recognition Ceremony - The Pfeifley's Jewelers bill finally came. Sandi is going over it very carefully. She suggested that we look at new places for next year. The Recognition Ceremony Committee decided that the plaques for the Employee of the year would be maintained by that college/department, this hasn't been done and is a concern of classified employees. The committee will need to make a decision as to what needs to happen with this matter.

VII. Campus Committee Reports

- A. Recycling (M. Lewis) - Encourages purchasing recycled products. For 1998-99 \$1,900 was generated from recycling and last year \$10,000 was generated. Fluorescent bulbs are now being recycled. There is a possibility of recycling computers due to the lead in them and you can now purchase recycled disks. Custodial staff in recycling areas are feeling overwhelmed, they are doing double the work load. It was suggested that the departments be taught how to recycle in order to lighten the custodian's load.
- B. Peer Review (J. Yonning, C. Kisse, and C. Reyer) - New members had an open hearing and others were able to observe and it was very helpful. There will be an opportunity for committee members to sit in on a hearing.
- C. Recreation Counsel (M. Lewis) - They are considering charging a fee to outside groups for use of the rec. during down

time.

D. Circulation, Parking, & Transportation Review (S. Adams)- Developed a plan for B2 (Vet. Med.) to install 200-300 parking stalls. Bus routes were discussed but will take 2 years. There will be a traffic light by the new parking lot. November 2, there will be a meeting in the union for bus information.

E. Campus Development Advisory Committee (L. Hutchins) - Have met twice with architecture firm, they will be back at the end of the month. They discussed the campus as a whole, will visit groups on campus to get input then make some final plans.

F. Open Space & Land Use Project (V. White) - If you have any ideas for preservation of open space, please email me.

G. Parking Citation Appeals Board (C. Kisse, A. Treinen) - The parking tickets are reviewed and passed around and judged by one person on the appeals board.

H. Maintenance and Service Employee Safety (S. Taylor)- Some of the topics discussed were: stop sign by Union between Kedzie, closing central campus to traffic, liner for printing services (wastes, razors), Vet. Med. Problem with airflow, smells are traveling through the building.

I. Training and Development Advisory Committee (D. Dean)- No report.

J. Employee Tuition Assistance (S. Taylor)- Expecting a call from Joe Younger.

K. United Way (J. Yonning)- Envelopes are due November 18, 2000

VIII. Old Business - None

IX. New Business

A. 26th Custodial Fair at Ahearn - maybe next year Classified Senate should be there. Vickie Dewitt, Dykstra, is the contact person.

B. All committees should be put on the web with the names of those that serve on them.

X. Adjournment

C. Kisse moved and C. Reyer seconded to close the meeting.

Submitted: Verneta White, Secretary

Approved: December 6, 2000