

Kansas State University
Faculty Senate Professional Staff Affairs
Minutes
February 6th, 2024, 3:30 p.m.

In attendance on zoom: Kimm Dennis, Justin Wild, Will Grogan, Mariya Vaughan, Linda Craghead, Jason Maseberg-Tomlinson, Melissa Holmes, Lisa Wilken, Tandy Rundus, Mishelle Hay-McCammant. Attending in-person Renee Gates, Monica Curnutt, Will Grogan

Minutes of Dec 5th, 2023 meeting were reviewed and approved. Committee conversation from January 23rd was reviewed as well. This was not considered a meeting due to lack of quorum.

NEW/ONGOING Business:

***Steering committee** – Renee reported the group had final meeting with consultant today 2/6/24 for review of evaluation standards of excellence. Hopefully an email will go out allowing others to have feedback on these, the rating rubric, and other pieces. Committee recommended a timeline announcement be made for the University due to the different IT changes/challenges University is experiencing.

***Concur system** -implementation was reviewed; Tandy shared she had experience with it and felt it was fairly intuitive. Discussion was held on if there was to be a specific travel company/person to be used going forward, some had heard this and others had not. It was noted training in general for the program had been postponed at this time.

Questions/concerns about other initiatives

*Discussion of time/leave system was reviewed (see previous committee meeting notes from 1.23.24)

*Renee explained that there needed to be a replacement for Casey Keller on the PSA Committee and Will Grogan had accepted the position. Welcome Will!

*Renee asked the group if they had any feedback from constituents about Staff Senate vs. PSA & USS Senate. No one had really had feedback, but it was noted that we don't know what we don't know.

*Renee reported that with the end of the FY the committee would need to select a new Co-Chair for FY25 to work along side Monica. And for Secretary if Tandy was not continuing on. It was noted to send nominations/suggestions and questions to Renee and Monica at members earliest convenience.

OTHER BUSINESS:

Staff Spotlight: Linda reported payments have been processed for 1st pay check in March. January awardees will receive letters tomorrow. Need a replacement for Casey on this committee.

SGA – Jack Brown was not in attendance; no report

USS – Kimm, no report

TERM -Tandy, no report

Salary and Fringe Benefits – Linda and Mishelle both attended; Marcy Ritter is an ex-officio on the committee; things have been delayed; market analysis will be done; group asked for timelines maybe – hoping something in next year or two; recognizing need to do this in all areas; can reach out to HR if there are special issues related to retention; Vertical and lateral opportunities on a grid were looked at based on what is done currently at Salina with flight instructors. This seemed to be very useful and helpful as there were tangible metrics with reasons for use.

Shared Governance – no report, have not met

USS/UPS Council Board of Regents – met with discussion on staff senates as a majority of the discussion. Renee asked about the notice of non-reappointment process and how that had been going on with other Universities. Most had known nothing else. Other Universities at the meeting reported that the uplift of this discussion had been at K-State's request. Group discussed that fact and had been heard about some of the potential reasons.

C-159 language has gone through and was voted on in January and was passed and updated in the handbook.

Request from someone to talk about tuition for dependents and if number of hours could be increased from 7 to 12; and have employee credits increase as well and waive fees for professional development; but it was also noted that the discussion should also include the fact that Term employees should be able to access this benefit immediately upon hire rather than the 5 year wait period that exists. Linda and Mishelle will bring this up at the Salary and Fringe benefit committee. Renee and Monica may ask at Council Board of Regents meeting as well what is done in other Universities.

Mishelle noted again that PSA should stay on top of the cost of new employee ID cards to ensure that staff don't have to pay the cost out of pocket. Renee noted that it might be covered with a new access system as that process moves forward. If a central access system is selected with the ability to lockdown a building for safety it was noted that it would need to be centrally funded and built into the cost of such a system.

Tandy Rundus, recorder.