

**Minutes of the KSU Classified Senate  
February 2, 2011**

**I. President Becki Bohnenblust called the meeting to order.**

**II. Roll Call: Please make sure to sign in on the sign in sheet located with the meeting handouts**

- A. *Present:* Becki Bohnenblust, Dale Billam, Paula Connors, Ramon Dominguez, Janet Finney, Jody Fronce, Brittany Green, Vickey Grochowski, Janel Harder, Annette Hernandez, Connie Kissee, Karla Byland in for Gary Leitnaker, Hanna Manning, Lesa Reves, Rob Reves, Cherry Rosenberry, Lois Schreiner, Michael Seymour II, Lindsay Thompson, Ann Marie Treinen, Pam Warren, Jackie Yonning, and Terri Wyrick
- B. *Absent - Excused:* Doris Galvin, Brad Millington, Christina Nash, Maria Sweet

**III. Minutes:**

- A. The minutes reviewed for December 2010 and January 2011 and were approved with the noted corrections.

**IV. Budget Report:**

- A. Lois Schreiner stated that there were eleven deposits to the professional development account totaling \$414.97 and \$14.82 was given out for textbook reimbursements. There were four deposits made to the awards ceremony account totaling \$34.00 and the charges for the candy purchased for the Benefits Fair was deducted totaling \$18.15. There is another account for the awards ceremony which had no changes in November 2010 and the state account paid out \$400.00 for a room rental expense that was used to host the CSSC meeting in October. The total funds available as of November 30, 2010 are \$8,680.82.

**V. Associate Vice President for Administration and Finance Report:**

Karla Byland attended the meeting in place of Gary Leitnaker. Karla reported:

- A. *Lay-offs:* Karla reported that there were not any lay-offs or talks of lay-offs since the last meeting.
- B. *Market Adjustments:* The market adjustments for classified employees are now in the hands of the Legislators.

**VI. Executive Council Report:**

- A. *Classified and Support Staff Council:* Becki Bohnenblust was asked to speak at the Board of Regents meeting, representing the Classified and Support Staff Council. Because the weather was too dangerous for Becki to attend the meeting on January 20, 2011 she sent in a partial report. Becki volunteered to give a full report at the next Board of Regents meeting.

- B. *New Pay Code for Inclement Weather:* Human Resources came out with a new comp time earning code for employees that work during inclement weather and are considered essential personnel. An employee that works during inclement weather will earn comp time at one and a half time per hour that is worked. This code will separate regular comp time from inclement weather comp time. Employees that are on stand-by are considered essential personnel and will fall under the new code. Departments on campus determine which employees are considered to be essential and non-essential personnel. A blanket policy for essential and non-essential personnel could be a problem. Some departments might have deadlines that have to be met and non-essential personnel might need to be at work during times of inclement weather. The policy in effect at this time does not cover these employees. Karla will take this concern back to Gary Leitnaker which he will later discuss with Becki.

**VII. Senate Standing Committees:** Committees to break out in sessions to discuss important issues.

- A. *Campus Affairs Committee:* Senators reviewed the revised weather policy that Janet Finney sent out after the last senate meeting. As stated above there is some concern about the policy that is in place so Terri Wyrick made a motion to table the inclement weather policy until further information was available and Janel Harder seconded the motion, motion passed.
- B. *Legislative Affairs Committee:* The Legislative Committee commented on the success of the “Day on the Hill” on January 25<sup>th</sup>; most appointments that were set for the day was kept by the legislators. Kansas State University had three new senators from our classified senate that attended the “Day on the Hill”. There is not a lot of support for the market adjustment from the new legislators. The Classified and Support Staff Council arrived in Topeka to learn that a meeting was being held to decrease wages by 7.5% and since that time the bill has been revised that stated that the 7.5% decrease should be for employees that make over \$100,000.00 per year. The attendees at the “Day on the Hill” were also informed that the state government would like to see a lapse in the market adjustments for two years. There is only two years left on House Bill 2916, the market adjustments, and a two year lapse would eliminate the bill, which would again leave classified and support staff without some type of pay plan in place. Christina Nash has been working on getting the address labels that will be put on the nomination forms for employees that would like to serve on classified senate for the areas specified in the by-laws for the next senate term. There have been some problems getting the correct labels from human resources in past years and Terri Wyrick and Christina Nash are working on a resolution. The nomination form requires a supervisor’s signature and will be changed for future years. Janel Harder volunteered to revise the form.
- C. *Recognition Ceremony Committee:* The Recognition Ceremony committee met and decided on the plaques that will be given at the ceremony. Letters are going out to make sure that the years of service are correct. The committee will be selecting the door prizes and Varneys Bookstore has agreed to match the dollar amount purchased at their place of business. The Classified Employee Award of Excellence deadline was extended due to the amount of advertising it received.

- D. *Public Relations Committee:* Janel stated that the Roar will be going out soon. She needs a spotlight article and Doris Galvan has agreed to help her get the information together.
- E. *Classified Employee Opportunity Fund:* There have been four meritorious awards given out in 2010 and one meritorious award given out in 2011. Lois reported that there was also one reimbursement for books given out.

#### **VIII. Campus Committee Reports:**

- A. *Governmental Issues:* The committee will be going to Topeka for “Cats in the Capital”. At this event, the committee gives out Call Hall ice cream and cookies. The committee will be leaving at 11:30.
- B. *Safety and Service Committee:* At Vet Med there has been a crack in the concrete that has caused a safety issue. The concrete was fixed so the problem has been alleviated.
- C. *Recycling Committee:* RecycleMania, the ten week recycling competition, will start on February 6, 2011 and extend through April 2, 2011. There is a pre-season trial which started on January 23, 2011.
- D. *Status of Women:* The committee will be meeting on February 3, 2011 and Cherry Rosenberry resigned from the committee and was replaced with by Vickey Grochowski. Vickey will attend the meeting on February 3rd and inform the committee of the change.
- E. *Unclassified Professionals Award:* A new award has been developed for unclassified professionals and is called the Unclassified Award of Excellence. The money will come from donations received through the All University Campaign. More information will be coming out soon.

#### **IX. Old Business:**

- A. *Fort Hays State Senate:* The Classified Senate at Fort Hays State University changed their by-laws so that the employees that want to participate in Classified Senate have the opportunity to participate. There has not been anymore discussion about disbanding their Classified Senate.
- B. *Classified and Support Staff Council:* The University of Kansas Unclassified Professionals wanted to go with the Classified and Support Staff Council to the “Day on the Hill” in January. This came about because the Board of Regents gave unclassified professionals their own voice during one of the regent meetings this past year. This was discouraged by many of the CSSC participants. Becki Bohnenblust has been very pleased that CSSC are communicating more frequently through conference calls. Issues that concern classified and support staff are getting accomplished. Kansas State University will host the CSSC meeting again next year. The council would like all the universities to be involved in making the appointments with the legislators. During “Day on the Hill”, CSSC was not allowed to meet with Governor Brownback but met with his Chief of Staff. The governor was surprised that

the Appropriations committee wanted to cut classified staff wages by 7.5% and did not recommend the cut. Legislators determine the pay plan for classified and support staff; the Board of Regents determines the pay plan for unclassified professionals and faculty. The average pay for classified and support staff is at an average of \$31,000 per year. The last time a cost of living adjustment was given to employee was in 2008. President Kirk Schulz and First Lady Noel Schulz are very aware of classified employees pay problems with the state and are very supportive. Every voter in our state needs to know how legislative bills affect classified employees and we should inform other voters in the state and not just in the area in which we live and work.

**X. New Business:**

- A. There was no new business.

**XI. Adjournment:**

- A. Connie Kisse moved to adjourn the meeting. Annette Hernandez seconded the motion. The meeting was adjourned.