

Alternative Service Committee
Meeting Minutes
September 25, 2013

Present: Cindy Bontrager, Paula Connors, Austin Daugherty, Carrie Fink, Lori Goetch, Janel Harder, Gary Leitnaker, Hanna Manning, Carol Marden, Roger McBride, Sam Reyer, Amy Schmitz, Lois Schreiner, Marlene Walker, and John Wolf

Absent: Jennifer Gehrt, Kerry Jennings, Douglas Kraemer, Barb Nagel, Jennyfer Owensby, Parrish Quick, and Terri Wyrick

The meeting was called to order. Minutes were reviewed and approved with corrections.

The Benefits Expo was discussed. A draft of the proposed card was circulated for suggestions. The ballot is complete and examples will be handed out. The committee is working on the display board. A sign-up sheet was circulated for people to work at the booth.

The talking points during the Benefits Expo were discussed.

- The drafted white papers will be available. They are still in draft form because classified employees are allowed a time after the vote to make suggestions on the white papers as well as administration will have to approve them before they are finalized.
- Compensation – longevity will be for all employees after 10 years of service. The pay plan will not be finalized for 2 – 4 years. A raise after the vote is not promised. Merit raises will be based on your last evaluation. (Originally it said current evaluation but because some supervisors fail to get the performance reviews in on time, it was changed to last evaluation.) Any employee that meets expectations or above will be eligible for performance based pay. It will be requested that all position descriptions be current and up to date.
- Appeal Board – If there is a positive vote for USS, employees will not have access to the state civil service board. There will be 15 people on the Appeals Board, 2/3 university support staff and 1/3 unclassified/faculty. The Peer Review Committee will stay in place as they are now. They will have the final say on performance evaluation appeals and sanctions as a result of violations of affirmative action. PRC will not deal with suspensions, demotions or dismissals. Discussion was held on suspension without pay. KSU has not included this in their PPM; instead there is decision making leave. Discussion was held on any changes for demotions and dismissal procedures. Gary discussed the letter that is sent out regarding demotions and dismissals. KSU will continue to use progressive discipline.
- Transition Plan – The transition plan from Classified Senate to University Support Staff Senate has been approved. Carol gives monthly updates at the Classified Senate meetings. Once the compensation plan is in place, the Alternative Service committee will be dissolved and University Support Staff Senate will take over.
- It was suggested that if someone is not sure of the right answer to get the name and e-mail of the person asking the question and respond with the correct answer.
- Changes to KPERS were discussed. KPERS will be changing in January 2014. This is not a result of the ASC committee, but was decided by the legislature. If you were hired before 2009, you are probably Tier 1. Tier 1 currently contributes 4%, but this will increase to 5% in January 2014 and 6% in January 2015. The multiplier will increase in 2014 to 1.85% up from 1.75%. Those in Tier 2 (hired after 2009) already contribute 6%. Discussion was held on the reasons for the shortfall in KPERS.
- Changes to the Dismissal criteria were discussed. Prior to changes in the PPM, after 2 unsatisfactory performance evaluations, you could be recommended for dismissal. To keep in compliance with the Department of Administration, this is now after 2 less than satisfactory performance evaluations.

Discussion was held on the decision made by KU to offer University Support Staff the option to switch to Unclassified Professionals (UPS). This change is voluntary and University Support Staff can decide what the best option for them is. This is not open to those represented by the union. If the position is open, it will be changed to unclassified professional. Degrees will not be required for the positions to change. Discussion was held on positions at KSU that are unclassified and a degree is not always required. This has been discussed at KSU and there are no plans to do this.

The Town Hall meetings have been scheduled and will be held at the Alumni Center. The committee is requested to be there as much as possible. The dates and times are:

Monday, November 4 – 9:00 – 10:00 a.m. and 3:45 – 4:45 p.m.
Friday, November 15 – 9:00 – 10:00 a.m. and 10:00 – 11:00 a.m.

Discussion was held on student tuition increases. Tuition increases due to changes from Classified Staff to University Support Staff may have minimal impact.

Discussion was held on the luncheon to be held on November 15. Discussion was also held on the possibility of having an Alternative Service table display at the Union. It was suggested to see if the dates of November 5, 6, 13, 14 & 18 are available for a display. A sign-up sheet will be circulated for committee members to sign up for dates they would be able to work at the display.

There has been some discussion about perceived protections within the classified system but when asked for specific protections, no one is able to list any other than the State Civil Service Board.

At the benefits fair, the white papers, highlighted statute, note cards and a sample ballot will be handed out. The IT help desk has volunteered to have someone available during the Benefits Fair to sit at the Alternative Service booth and help people with passwords, e-mails, etc.

Meeting adjourned.

The next meeting will be held:

October 9, 2013

1:30 – 3:30 p.m.

K-State Student Union Room 226