

**Kansas State University Faculty Senate  
Professional Staff Affairs Committee  
Minutes  
January 21, 2014  
3:30 pm – Cottonwood Room, K-State Union**

**Present:** Kelly Briggs, Danielle Brown (Chair), Lynn Carlin, Kelli Cox, Jim Hohenbary, Kurt Lockwood (SGA), Livia Olsen (Secretary)

**Guests:** Joint meeting with the General University Caucus

**Call to Order**

**Introductions**

**What is the General University Caucus?**

- We are 12 members elected by the caucus to represent them on Faculty Senate, we represent about 700 professional staff
- We do not represent those on term appointments
- This year's priorities for the Caucus:
  1. Constitutional amendment which created this committee
  2. Enhance communication with constituents
  3. Implementing the Task Force Report
- We meet 4<sup>th</sup> Tuesday of every month if you ever need to join us
- We have representatives on all the standing senate committees

**How can we work together?**

- You have another voice, a committee is a stronger voice than a caucus
- A place for things which don't belong in faculty or academic affairs
- Committees can write legislation, the caucus cannot, now we have a more equal voice to faculty to move things forward
- There needs to be changes to the University Handbook, it doesn't address professional staff specifically enough
- There is a University Handbook Committee that works on changes to it, we need to interact with them about the University Handbook
- We need to talk to them about the process for making changes to the Handbook; possibly talk to the Handbook Committee or chair at next meeting?
- The Policy and Procedure Manual does a better job for professional staff though the two documents do similar things
- Other university handbooks (KU & PSU) separate out faculty and professional staff but they are still confusing
- In advocacy for professional staff, we are more strongly positioned than ever; the new director (HR) will also be an advocate for our two groups to build a relationship with

- Position ourselves to work with this person and have a plan to educate them about professional staff issues on campus

#### **Announcements**

- Jim will lead section C discussion at the next meeting

#### **Adjourned**