

**Kansas State University Faculty Senate
Professional Staff Affairs Committee
Minutes
December 15, 2015
3:30 pm – 301 Hale Library**

Present: Mary Anne Andrews (Chair), Danielle Brown, Lynn Carlin, Mike Crow, Lisa Duer, Kim Kerschen, Chassy Nichols, Livia Olsen (Secretary), Ashley Thomas

Guests: Cheryl Johnson, Derek Smith, Jennifer King, Trenton Modean, Jaime Parker, General University Caucus

Call to Order

Minutes Approved

- Minutes from the past two meetings were approved.

Old Business

Telecommuting policy (Andrews)

- HCS is still working on the last paragraph's wording because some people found it confusing.
- There was a question about faculty who do not work directly with students also using this contract. HCS will look into it.

New Business

Question and answer with HCS about PSA salaries, career ladders, FLSA changes (Cheryl Johnson)

- Presentation
 - HCS has an "evolving people strategy" and presented a PowerPoint to help us to understand the methodology for and philosophy of "total rewards".
 - They want to be transparent with published pay guidelines.
 - They are looking at pay based on geography and industry. They are also looking at peer institutions and national surveys for pay information. They pointed out that people doing their own surveys using freely available web sites are not always accurate because there is little quality control.
 - The JAQ allows HCS to structure K-State jobs in such a way that they can be compared to other institutions.
 - They will be developing job families with ladders based on skills and competencies. Job families are a group of jobs connected by a shared vocation or profession.
 - They explained the term "compa-ratio" which is a salary range for a position. HCS wants K-State to be in the 50 percentile for compa-ratios.
 - They are rolling out the new performance management system over winter break

- Their next steps are a complete analysis and meeting with budget officers about funding. In February, they will talk to the President about funding and total rewards.
- There are upcoming changes to FLSA which has a higher pay threshold, \$50,000.
- There are 255 Professional Staff who are non-exempt today. That number will possibly increase with the FLSA changes.
- More people will qualify for overtime pay.
- Their internal analysis of what that means for K-State: Under the new rules, 1 hour overtime each pay period for each non-exempt employee during 1 year would cost the university 16 million.
- Question and answer
 - There will be a dual ladder for IT, professional and managerial.
 - The differences in sick leave for people doing the same job will be fixed, hopefully.
 - Will professional staff and university support staff eventually consolidate? There are lots of worries about this. They receive longevity pay and other benefits while the remaining perk for professional staff is leave. Professional staff also have “other duties as assigned” which can be very time consuming.
 - Why the separation between the two groups? Does there need to be a separation? Would combining be a big deal?
 - There has been lots of work going on to help faculty and USS but not professional staff.
 - There were recommendations made several years ago in the AON Hewitt report which resulted in a cabinet level position but there needs to be more action on behalf of professional staff.
 - How do we communicate that changes are coming? We need to inform professional staff of progress that has been made because it is not HCS’s intent that professional staff feel disenfranchised or forgotten.
 - As a part of transparency, this committee would like HCS to develop an easy-to-understand pamphlet for new (and current) employees that explains the difference between term/regular, exempt/non-exempt, and faculty/professional/USS.

USS update (Thomas)

- USS is no longer in favor of the proposed tobacco ban.

Adjourned