

**Kansas State University Faculty Senate  
Professional Staff Affairs Committee  
With General Caucus and HCS  
Minutes  
November 1<sup>st</sup>, 2016  
3:30 pm – Business Building 3042**

**Present:** Mary Anne Andrews, co-chair, Kelly Briggs, secretary, Jo Crawford, Lynn Carlin, Christina Hauck, Bill Johnson, Lisa Duer, Christina Hauck, Kim Kerschan, Jordan DeLoach,

Caucus – Mike Crow, Gary Leitnaker, Emily Lehning, Jan Elsassar

HCS – Jeff Morris, Derek Smith, Jennifer King

**Call to Order**

**Minutes Approved**

**Old Business**

**Total Rewards**

UNC/USS – Will be working to clean up duplicates and make sure that requirements are the same. Only exist where there are currently people of both categories doing jobs that fit that description. Not going to bring them together – will take time to get all positions adjusted with staff turnover. The decision will be made by hiring manager as they advertise positions to replace people leaving.

Jobs were organized by duties – not qualifications or titles – in an effort to be equitable. Know that inequities exist – top to bottom and across campus. That is part of why it was important to create the structure. Now that have it, some corrections will happen over time. Need to deal with compression also as raise salaries for new positions, need to raise supervisors also.

Need to expand comparisons – KU and KC not included in initial evaluation, but we lose people to them frequently. Labor pool small, and likely to get smaller and more competitive, so will continue to lose more people there.

First step – find out what we have and what we know. Some self-correction will occur as move forward – working on what that process is. There are ethical questions – knowing that inequities exist – wait until can fix everyone at once? Or fix those we can fix now, and then get to others as can – with an end date in mind to resolve all.

Timeline – not before January, hopefully before March. Will be meeting with OIE and working on Pay Equity Act – by March 2018 will need to have a year of data to explain where we are and what we are doing to correct anomalies and outliers.

Feedback – need individual feedback, especially from managers. The feedback they have already received has been incredibly helpful, but also created new issues – for example in supervisory structures. Working on figuring out appropriate people to be communicating with, but would like feedback from everyone.

Some issues that have been noticed and reported – some descriptions are specific enough to pinpoint whose job it is, while others are so generic that it is hard to tell what they really do. People have been unable to see themselves in any job description. Qualifications also don't match what is currently required in many areas. In some areas, jobs of varying complexity that should be over multiple pay grades have been collapsed into one (ex. IT positions), while others have identical job descriptions and qualifications over multiple pay grades.

**Adjourned**