

**KANSAS STATE UNIVERSITY FACULTY SENATE  
PROFESSIONAL STAFF AFFAIRS  
MINUTES  
February 6, 2018, 3:30pm, Business Building Room 3046**

Present: Kelly Briggs (Education); Jo Crawford (Libraries; Secretary); Christina Hauck (English); Mal Hoover (Vet Medicine); Jordon Kiehl (SGA); Chassy Nichols (Engineering); Ashley Thomas (Business Admin; Co-chair); Allyssa Wendel (Polytechnic Campus).

Guest: Gina Lowe (Human Capital Services)

- 1) Call to Order by Co-Chair Ashley Thomas.
- 2) Approval of January 16, 2018 minutes. Approved with addition of one member to the attendee list.
- 3) Old Business
  - a) Progress Updates:
    - i) Unclassified Professional Listserv. Ashley reported that there are issues with the campus listserv function; the last update was in December. This issue will delay the creation of the unclassified professional listserv.
    - ii) Enhancement Program for Unclassified Professionals. Faculty Senate Leadership advised putting this initiative on hold until more is known about the new campus budget model.
      - (1) Volunteers. None needed at this time.
    - iii) Total Rewards
      - (1) Jay Stephens will be attending the April 3<sup>rd</sup> PSA meeting to report and discuss progress on Total Rewards; the addition of Trent Modean was also suggested but not yet confirmed. Ashley asked Committee members to come up with a list of topics/questions.
    - iv) Dependent/Spouse Grant
      - (1) B. Johnson suggestion/Resolution Development. Bill Johnson suggested looking closely at current rules, to see how to add term employees and to make a recommendation to Faculty Senate.
    - v) Career Ladders.
      - (1) HCS has formed a small group to move forward this Total Rewards phase, with roll-out planned for Spring 2019. Ashley has been told that there is quite a lot of work involved in making this happen. Committee members discussed this development and fleshed out some thoughts/suggestions, with more information expected at the April 3<sup>rd</sup> meeting. Members would like to ensure that HCS will be devoting adequate resources to career ladder development so that implementation and roll-out will be a smooth process (given the documented morale issues). Another suggestion was to publish a deliverable timeline now, a timeline that requires steady progress with communication to the campus community at significant points. A pilot of a couple of jobs families so that both the process and expected outcomes are well tested also resonated with the Committee.
      - (2) Presentation to PSA. Ashley proposed arranging a presentation at the March 6 meeting regarding the proposed tier structure for campus advisors. The tier structure plus the process used to build support across campus might serve as a helpful model for other job families. Committee members very much look forward to the proposed presentation.

- b) KBOR Meeting Follow-up. Although Ashley was not able to attend the meeting, she contributed extensively to the report that was delivered by Michelle Ginavan Hayes from the University of Kansas. The report was well received by the Regents.

#### 4) New Business

- a) Bill Johnson (HCS)-Report on requested data. Bill's report rescheduled for the March 6 meeting.
- b) Membership
  - i) Co-chair (2018-2019). Volunteers needed.
  - ii) Exiting members (replacements identified?). Ashley shared some background she had received from Candace LaBerge as follows. If a current member would like to be re-appointed, he/she should speak with departmental caucus chair. It is recommended that replacements be identified by April.
    - (1) Kim Kerschen (Agriculture)
    - (2) Thomas Jackson (Architecture, Planning, and Design)
    - (3) Stacey Warner (Extension)
    - (4) Jordan Kiehl (SGA)
- c) K-State Today article. Ashley will be drafting an article to be published in the near future. Committee members suggested mentioning issues/proposals under investigation this academic year, current representatives, and the creation of a listserv.
- d) February 20 Meeting—*Ashley and Kelly gone*. After discussing the meeting plans proposed by Ashley, it was agreed to cancel the Feb 20 meeting.

#### 5) SGA report by Jordan Kiehl. Jordan reported considerable excitement about the student events that are taking place the week of February 12. The SGA election takes place on Feb. 13/14.

#### 6) Other Business.

- a) Some members voiced concerns about ongoing flaws in the current title structure where a reasonable comparison of a staff member's job responsibilities and assigned title cause morale problems. It is difficult to know how extensive this problem is across campus and what progress is occurring through the reclassification process that occurs twice a year. The Committee will ask about this and suggest better publicity on what the appeals process is when a reclassification has been denied by HCS.
- b) Tuition Assistance issue update. Mal Hoover reported that the Faculty Salary Fringe Committee has not met recently so she is not yet able to report back any progress.
- c) Questions to ask President Myers at the upcoming Open Fora. The discussion revolved around the timeline/impact of the new budget model and issues related to the 120 credit hour implementation.

#### 7) Adjourn

**Announcements:**

Open Fora:

Manhattan Campus: Wednesday, February 21, 2:3

0-3:30pm, Alumni Center

Salina Campus: Monday, February 26, 2:30-3:30pm, College Center Conference room

Olathe Campus: Wednesday, March 7, 10:30-11:30am, Forum Hall (Olathe)

*Next Meeting: Tuesday, February 20, 2018, 3:30pm, Business Building Room 3046. CANCELLED*