

**Kansas State University Faculty Senate
Professional Staff Affairs Minutes
September 17, 2019, 3:30 – 5:00 pm
Business Building Room 3046**

Present: Kelly Briggs (Education – Co-Chair); Maria Beebe (General University); Alyssa Wendel (Polytechnic Campus – Via Zoom); Laura Hohenbary (Arts and Sciences); Renee Gates (Libraries); Sadie Polsen (SGA); Mishelle Hay McCammant (Agriculture); Megan Elzinga (Architecture, Planning, and Design); Suzy Auten (Business Administration - Via Zoom); Mary Anne Andrews (Health and Human Sciences); Mal Hoover (Veterinary Medicine); Bill Zhang (Engineering – Via Zoom)

Non-Voting Attendees: Paul Volino (Human Capital Services); Cyreathia “Sam” Reyer (USS Rep); Mindy Markham (Faculty Senate President – Elect)

1. Call to Order
2. Introductions
3. Approval of Minutes
4. Old Business
 - a. Discussion questions for Jay Stephens
 - i. Our committee would like to examine the changes from USS to UPS positions. How many positions have moved from USS to UPS? Is it possible to get a breakdown for the last three years?
 - Jay Stephens and Cathy Bontrager meet with USS Exec every month before the USS meeting to answer questions they may have to help them prepare for their meetings
 - Don't track the movement within the positions, did a query, there were about 90 that changed from USS to UPS, but about half were just changing jobs. Unsure of the timeline
 - Not tracking when they are vacant and changing, Ag and Engineering have this a blanket policy that all unclassified will be term
 - Is parental leave available to term employees? – Unsure
 - What is the intent of unclassified term? – Flexibility
 - We are moving to a staff situation where all are term. That is recognized but there is currently not anything being done about that.

- Can we look at staff as a whole and figure out staff rights as a whole? Looking at staff definitions? – You can, but it is a lot of work
 - Will look at turnover rates in regular vs term
 - On 9/16/19 there were 1812 term employees – roughly 4800 benefit eligible staff in total
 - High ranking (assistant deans, directors, etc.) unclassified staff are all regular, low pay scale positions are being moved to term but not the administrative positions
 - What about fringe benefit rates?
 - HCS was \$400,000 over when Jay started, they made the cuts to break even, but each year they keep getting more cuts
 - For people that have been here X number of years and the funding is secure can we convert them to regular?
 - a. Do you see this as an equitable process? – Subjective process
 - b. Do we need to look at this differently if everyone is moving to unclassified term?
 - What are the number of employees that use the tuition assistance?
 - What about having a floor on salary levels with the COLA, at what point do we look at the floor? Have to take care of faculty and employees on the lower end of the pay scale. K-State could have distributed the COLA differently, but there was little to no time to do that.
- ii. Another area of focus is on the increased number of term positions. How many positions have converted from regular appointments to term appointments when the position becomes vacant? We are aware that many USS positions are being converted to UPS term positions and the reasons for that. However, we have recently heard that some UPS regular appointments are being converted to term positions at the time of contract renewal. Is this really occurring and is it common or just an isolated incident?

- See notes above
- iii. Can you please update us on the progress and timeline for competencies, career ladders and evaluations?
- Went through pilot competencies and no one could define what a competency is
 - Wanted to take this academic year to determine what a competency is so we can define it to campus.
 - Don't hold off the term conversion based on this.
- iv. Can you please tell us about the pre-retirement information the Benefits office provides? How often do they do presentations?
- Contact whomever is your retirement provider (KPERS, VOYA, TIAA)
 - The university does have some pre-retirement sessions
 - On the benefits page is a pre-retirement information
 - TIAA has some stuff coming down the line in the student loan space, more info coming
- v. We look forward to the K-State Today article reminding us of the policy around animals on campus. We are also wondering who is responsible for policing that policy and who people should report to if they have concerns.
- They will request it be emailed out from the colleges also
- vi. Other
- Concern that our perception is that we are not being heard
- Need to align your PSA concerns of what makes the university better from your perspective with theirs
 - You need to get to the point where you decide what is most important
 - People being replaced because they can bring someone in cheaper than you

Would like to drill down on those employees that are term and determine to better categorize those positions

- How many would even potentially use tuition?
- How many would be in faculty senate?

- Numbers now and numbers 5 years from now will be drastically different if current trends continue.

3 Items:

- Look at the conversion process from term to regular
- Look at the career ladders
- Cultural piece – the conversion of regular to term positions

5. Other Business

a. Report from USS Senate (Sam Reyer)

b. Future Guests:

i. Jeff Barnes, Director, Parking Services – October 15

ii. Cheryl Grice, Director of Strategic Relations, Division of Communications and Marketing – October 3 (Collaborate on the listening sessions)

6. Adjourn