

Kansas State University Faculty Senate
Professional Staff Affairs Minutes
January 19, 2021, 3:30 – 5:00 pm
Zoom Meeting

Present: (All participants are on Zoom): Maria Beebe (General University – Co-Chair); Mishelle Hay McCammant (Agriculture – Co-Chair); Suzy Auten (Business Administration); Nancy Daniels (Extension); Renee Gates (Libraries); Kelly Briggs (Education); Justin Thomason (Veterinary Medicine); Alyssa Wendel (Polytechnic); Mark Haub (Health & Human Sciences); Laura Hohenbary (Arts & Sciences - Secretary)

Non-Voting Attendees: None

1. Call to Order
2. Minutes approved
3. New Business
 - a. PSA and FSCOUP Co-Chairs Meeting Regarding CCOP and CPAG Policies
 - i. Mishelle and Maria will be meeting next week with Brad Behnke and Daniel Ireton, co-chairs of FSCOUP, to advocate for policies that would encourage for better representation of staff in all colleges in their respective planning and/or advisory groups
 - b. Staff Awards that have upcoming deadlines were discussed and all are encouraged to nominate staff for these awards.
 - i. <https://www.k-state.edu/hcs/tools/managers/performance/unclassified-staff-awards.html>
 - ii. <https://www.k-state.edu/hcs/tools/managers/performance/uss-awards.html>
 - c. Goals for Spring 2021: Since two large goals we've been discussing are progressing through the Faculty Senate committees (Term representation proposal) and central administration (Dependent/Spousal Tuition Benefit proposal), Maria and Mishelle encouraged the committee members to share other goals that we should consider adding this semester.

4. Old Business

- a. Update on Term Representation Proposal: Maria and Mishelle added some detail to the proposal after our meeting with Faculty Affairs in early January. Don Saucier, Co-chair of Faculty Affairs, and Candace LaBerge offered some feedback on the proposal and it has now been sent to Mindy Markham, Faculty Senate President, who will take it to the Constitution Committee for consideration.
- b. Listening Session Discussion with HCS:
 - i. Kelly Briggs updated the committee on her recent meeting with Human Capital Services regarding the Spring 2020 Listening Sessions.
 1. Flexible & remote work policy is already in progress and will be shared soon. Policy should be consistent and transparent and how employees can engage if requests they feel are reasonable are denied.
 2. KSU New are monthly onboarding meetings for new employees. This started in Spring 2019.
 3. Communication was discussed and the idea of possible refreshers on policies. HCS asked for list of policies that we would think would be most valuable with which to start.
 4. Professional development discussed.
 5. Perks and awards: it was mentioned that some awards do not receive nominations. Will need ongoing conversations on how to communicate these awards and encourage nominations.
 6. Kudo board for K-State Today or other location. Advising conference using one and those in the advising field will report on their thoughts on how effective it could be.
 7. How do we track accountability in making progress towards improvement suggestions that came from the listening sessions?
 - ii. Kelly scheduled to meet next week with Division of Communications & Marketing to discuss Listening Session comments.

5. Other Business

- a. SGA Report – No report
- b. Salary and Fringe Benefits Committee Report – Term Employees Tuition Benefits Proposal options are with Ethan Erickson for his consideration.
- c. USS Report – No report
- d. Employee Advisory Committee Report – No report

6. Adjourned.