

Kansas State University Faculty Senate
Professional Staff Affairs Minutes
March 2, 2021, 3:30 – 4:30 pm
Zoom Meeting

Present: (All participants are on Zoom): Maria Beebe (General University – Co-Chair); Mishelle Hay McCammant (Agriculture – Co-Chair); Renee Gates (Libraries); Alyssa Wendel (Polytechnic); Mark Haub (Health & Human Sciences); Suzy Auten (Business Administration); Christopher Jones (Engineering); Laura Hohenbary (Arts & Sciences - Secretary)

Non-Voting Attendees: LaVerne Williamson (representing Paul Volino - HCS Liaison), Mary Oborny (USS Liaison)

1. Call to Order
2. Minutes Approved
3. New Business
 - a. COVID Impact Statement for Staff
 - i. COVID-19 Impact Statements and Equity in Faculty Evaluations was sent out from the Provost regarding faculty evaluations and it was discussed that an impact statement from HCS would be welcome for staff evaluations in 2021 <https://www.k-state.edu/provost/about/fromtheprovestsdesk/fy2021/Taber-Message-COVID-19-Impact-Statements-and-Equity-in-Faculty-Evaluations-12-16-20.pdf>
 - ii. LaVerne Williamson agreed to speak with others in HCS about sending guidance to supervisors and staff
 - b. President's Staff Awards Update – HCS received 24 nominations for staff awards this year.
 - c. Remote Work Policy being revised by HCS. It was discussed that we would like to ask Jay Stephens to share an update with us.
 - d. Inclement Weather Policy (including impact on remote workers)
 - i. <https://www.k-state.edu/policies/ppm/3000/3035.html>
 - ii. Discussed that this guidance needs an update to clarify the expectations of remote workers during an inclement weather event.
 - e. Shared governance work group, Mindy Marham, Maria Beebe, Laurel Littrell, Mary Oborny, and Denny Ryan met to discuss plans to research

other KBOR senates to propose changes due to the trend of USS positions moving to Unclassified Professional Staff.

- f. Inviting Jay Stephens to upcoming PSA Meeting and Maria collected questions from the group to share with Jay ahead of the meeting.
- g. Maria called for nominations for staff interested in PSA co-chair position. Laura also informed the group that she will not be on the committee next year so the secretary position is also open. PSA committee members encouraged to speak with co-chairs or secretary if they are interested.

4. Old Business

- a. CCOP and CPAG Update
 - i. PSA and FSCOUP Co-Chairs met to discuss staff representation on CCOP and/or CPAG committees. Brad Behnke to take concerns to FSCOUP and plan to make recommendations to improve college-level committees.
- b. Term Employee Representation
 - i. Constitution Committee approved the policy proposal.
 - ii. Elizabeth Dodd is working on language to make it consistent with Constitution language.
 - iii. Mishelle asked LaVerne to check in HCS on how often Term FTE is changed. There is concern that minimum 0.5 FTE is variable on some types of appointments like instructors so there may need to be some monitoring of FTE of elected senators if this were to pass.
 - iv. Policy will go to Executive Committee on March 23 and possibly Faculty Senate as early as April.
- c. Term Employee Spousal/Dependent Tuition Benefits Update
 - i. Central administration still considering options and checking data

5. Other Business

- a. SGA Report – no report
- b. Listening Session Committee – no report
- c. Salary and Fringe Benefits Committee Report – no report
- d. USS Report
 - i. Mary Oborny shared that it is difficult to find senators for USS because of decreasing numbers. Mary was supposed to be President-Elect this year but the President retired so the VP position is vacant. USS Senate recently lost their Secretary because the person in that position moved to an Unclassified Professional Staff position.

- ii. Because some colleges/units have very few USS employees now, it makes it difficult to select Employee of the Year in each college. It has been decided to open nominations for Meritorious Service Awards this year that can be nominated by faculty and staff and \$200 awards will be funded by USS.
Meritorious service award nomination form:
<https://www.k-state.edu/usss/docs/MeritoriousAward.pdf>
- iii. No in-person recognition ceremony this year but recognitions for years of service and other awards will be announced in K-State Today and mailed.
- iv. Employee Suggestion Committee will have their first meeting next week.
- e. Employee Advisory Committee Report – no report

6. Adjourned