

Kansas State University Faculty Senate
Professional Staff Affairs Minutes
April 6, 2021, 3:30 – 5:00 pm

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); Christopher Jones (Engineering); Kelly Briggs (Education); Megan Elzinga (Architecture); Laura Hohenbary (Arts & Sciences - Secretary)

Non-Voting Attendees: Jay Stephens (Speaker - VP for Human Capital Services), Paul Volino (HCS Liaison)

1. Call to Order
2. New Business
 - a. Jay Stephens, VP Human Capital Services, was our guest. He addressed the following topics based on questions from the committee.
 - i. Remote work policy is being piloted by Global Campus and small cohort in Leadership Studies. It will also include a section regarding inclement weather. The plan is to share with shared governance groups this summer for their feedback before formal policy is approved.
 - ii. Attracting applicants and retaining staff – Enrollment decline is making it difficult to hire at competitive rates. Jay mentioned that HCS had worked with Facilities to look at hiring and retention and made some improvements. HCS is open to discussions with other areas on campus who may want to engage on ways to make positions more attractive.
 - iii. Fair Labor Standards Act – law dictates what types of positions should be exempt and non-exempt.
 - iv. It was asked how common FTE changes from one semester to the next. This issue was raised regarding the Term Representation proposal being considered by Faculty Senate. Jay indicated that he would need to check but did not think it was likely common.
 - v. HCS has new website detailing the similarities and differences between USS and Unclassified positions <https://www.k-state.edu/hcs/benefits/overview/uss-uncl.html>. An issue was raised that Dependent/Spousal Tuition benefit is on the similarities page even though there is a difference for Term employees. Asked that distinctions be made.
 - vi. New employee welcome meetings share policies with new staff. It was suggested that policies should be communicated to staff who

are not new but may need to be reminders. Future discussions needed on how to best do this.

- b. Shared Governance Working Group Update
 - i. Group looked at how peer institutions set up their shared governance and found lots of differences with no clear trend towards any particular set up.
 - ii. Maria shared a skeleton plan the group had proposed but cautioned that all discussions were tentative and each member of the working group was gathering feedback from their separate committees.
 - iii. Maria said one discussion point is whether each of the different bodies would/should be legislative versus advising bodies.
 - iv. Maria will continue on this committee next year for continuity.

3. Old Business

- a. Term Employee Representation Proposal passed the Executive Committee and will go to Faculty Senate next week.
- b. Docking survey 2022 – Kelly Briggs asked committee members to review the questions from the prior survey and share feedback on any recommended changes. Questions are at the end of the document found at this link. https://www.k-state.edu/facsen/pro-staff-affairs/documents/2019%20USS%20UPS%20Poll%20Report%2009_26_19.pdf

4. Other Business

- a. SGA Report – no report
- b. Listening Session Committee
 - i. Kelly Briggs reported that Gary Pratt put together a mock-up of a website. There is discussion about ownership of the website.
 - ii. It will include professional development events from K-State Today submissions and calendar event submissions.
 - iii. Policy links to also be included on the website.
- c. Salary and Fringe Benefits Committee Report
 - i. Renee Gates reports that no response has been received from central administration regarding the Dependent/Spousal Tuition Benefit proposals.
The committee started discussion on gathering data to look at salary trends.

- d. USS Report – Mary Oborny could not attend the meeting and a summary of her written comments to the committee are provided below.
 - i. From state meeting: ESU Professional Staff and USS are looking to combine by December. Eventually, the only USS there will be police. WSU is putting in a proposal for their Senate President for compensation. Their Professional Staff and USS will be officially combined with the start of the new fiscal year.
 - ii. Our Senate has asked me to serve another year which will be voted on next week. We will also be discussing changing the composition of the senate to all at large positions with one dedicated Senate position for the Polytechnic campus.
 - iii. As for the agenda, our leadership also has some concerns about the new USS v UPS comparison on the HCS website (<https://www.k-state.edu/hcs/benefits/overview/uss-uncl.html>). We were not given an opportunity to provide any input. For instance, longevity bonuses were discontinued several years ago so only those hired before a certain date still get those. Useful for current employees if you are considering a switch to UPS but not relevant for new hires that may find that info and are looking at the differences.
 - iv. Received some feedback from a USS employee who had their position terminated and her experience was not positive with HCS in terms of communication and position offered, etc.
- e. Employee Advisory Committee Report
 - i. Maria Beebe is on this state-wide committee and encourages anyone with issues or concerns with HealthQuest or health insurance options to bring those to her attention.

5. Adjourned