

**Kansas State University Faculty Senate**  
**Professional Staff Affairs Minutes**  
**September 20, 2022, 3:30 – 5:00 pm**  
**Business Building 3046**  
**or Zoom**  
**Meeting ID: 941 8938 1310**  
**Passcode: 173481**

Attendance: Mariya Vaughan, Casey Keller, Melissa Holmes, Mark Stadtlander, Mishelle Hay McCammant, Renee Gates, Tandy Rundus, Marta Richenburg, Monica Curnutt, Linda Craghead, Justin Wild, Monica Macfarlane

Call to Order

1. Approval of September 6<sup>th</sup> minutes
2. New Business
  - a. Questions for Jay Stephens – Document was created for PSA members to add their questions.
  - b. Shared Governance Meeting
    - i. USS Representation in FS
      - We are at a point where we need to do something.
      - Caucus with or without staff that are in a union
      - Faculty Senate — does Faculty Senate need to change since staff are now involved?
      - Maybe there are committees and work that staff or faculty
      - Thoroughly investigate representation process and committee memberships
      - Custodial/trade staff need differing committee times to participate. Example, would a faculty member agree to a senate meeting from 6-7:30?
      - Term employees did not have representation several years ago.
      - Historically, there was not uniform (from colleges) representation as there were limited numbers in some colleges.
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    - ii. Changing staff classification
      - Affects 400-500 employees
      - One type of staff?
      - USS to Unclassified?
        - a. Benefits for classified employees: KPERS, longevity bonuses.
        - b. It is going to be a temporary change due to already pending changes happening.
        - c. Mindy Markham has drafted a document to build from. Ideally, first reading by Faculty Senate in March and 2nd reading in April.
  - c. Exception for Regular Contract Staff that move to Term Contract
    - i. There is a 5yr rule issue. 5 yr in Term position — even if on a regular contract for more than 5 years. Thus, some are in limbo as they are unable to benefit. Take to Fac Affairs and Fringe Benefits committee.

- ii. Suggestion to make the 5 yr service to 2 years. Or, why is there a difference in how we treat all employees. The process was set up since some term employees were hired for single projects/grants or to cover work for a set period. There are some employees with 20-30 years of employment on in a term position.
- iii. Do we need contracts every year? Or reappointments for all? Could save time for dean's office staff.

d.

### 3. Old Business

- a. Goals/Yearlong agenda topics - Assignment of Committee Members to Year Long Goals
  - i. Add remote opportunities to job postings-in process (should be listed as fully remote, hybrid, campus only) Currently an option to sort on job page.
    - The link is being made
  - ii. Ombudsperson language changes—on-going
  - iii. Resolution of support
  - iv. Strategic planning involvement
  - v. 5-year review language clarification (Handbook committee) C159.3 and C159.9 – Mariya and Tandy
    - Where is oversight on 5 year review to ensure staff and necessary personnel are included?
    - Ensuring that staff are included
    - Does the language mean direct reports only or everyone in the organization lineage?
  - vi. Compensation/Career Ladders
    - Casey and Monica C. – work continuing/on-going
  - vii. Docking survey follow-up listening sessions
    - Linda,
    - Give central administration additional information to help guide policies and decisions from a solution-seeking perspective. Issue has been raising problems and issuing complaints. We need to provide potential ways to resolve issues. One item is to address the process for involvement and inclusion.
- b. Committee Roles:
  - Co-chairs (filled)
  - Secretary (filled)
  - Salary and Fringe Benefits committee rep  
<https://ksuemailprod.sharepoint.com/:w:/r/sites/ProfessionalStaffAffairs/Shared%20Documents/General/PSA%20Committee%20Roles.docx?d=w7e23beb747ca4411b0d0ccf0f0350445&csf=1&web=1&e=OCuExF>
- c. Board of Regents UPS (University Professional Staff) committee responsibilities 23-24 preparation
- d. CCOP (College Committee on Planning) Integration – Continuing, send questions/comments to Renee or Mishelle.
- e. Other

### 4. Other Business

- a. SGA Report – Opportunities for committees, ask to determine interest
- b. USS Report – No report other than what was already reported (preceding/above)
- c. Term Staff Report – meeting coming up
- d. Salary and Fringe Benefits Committee Report

- e. Shared Governance – 5 yr evaluation process may not include staff / oversight needed to ensure staff representation for shared governance

5. Adjourn