

**Kansas State University Faculty Senate**  
**Professional Staff Affairs Minutes**  
**October 18, 2022, 3:30 – 5:00 pm**  
**Business Building 3046**  
**or Zoom**  
**Meeting ID: 941 8938 1310**  
**Passcode: 173481**

Members Present: Tandy Rundus, Justin Wild, Mellissa Holmes, Marta Richenburg, Mariya Vaughan, Monica Curnutt, Linda Craghead, Mishelle Hay McCammant, Renee Gates, Mark Haub

Call to Order

1. Approval of September 20<sup>th</sup> and October 4<sup>th</sup> minutes
2. New Business
  - a. Docking Institute Survey Presentation October 24<sup>th</sup> and 27<sup>th</sup> – Renee
    - i. 50 pages of report
    - ii. Review for application
    - iii. Validation of concerns
      - Filling responsibilities of numerous positions, without the compensation of the additional responsibilities.
      - Listening sessions desired to review how information is being interpreted
      - Suggestions requested
  - b. Review of proposed edits to C159 – Mariya and Tandy
    - i. Suggested wording to encourage required representation
      - Concern about not inclusion of direct reports, others who interact/work with on a near daily basis.
      - What is the intent of C159.3? Is it to be like a 360 review/assessment? This would include staff who work with them regularly without being a direct report.
      - Uploaded to our Teams group for review to forward to handbook committee by end of this calendar year.
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. - **Completed**
    - ii. Ombudsperson language changes— **Update**
      - Reviewed on document posted in Teams
      - Definitions of eligibility will be more specifically inclusive and specific language to better ensure staff representation.
      - Additional language includes whether the applicants were in good standing.
      - Ensure confidential records and record keeping for all involved
      - Added summer term start date
      - Desire for diverse representation to better ensure support for marginalized individuals
    - iii. Resolution of support
    - iv. Strategic planning involvement

- v. 5-year review language clarification (Handbook committee) C159.3 and C159.9 – Mariya and Tandy
  - 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.
- vii. Docking survey follow-up listening sessions
  - Linda and ?
    - a. Seeking additional support of this responsibility
    - b. Working to summarize information in a thematic areas staffing levels, environment and morale, compensation, incentives.
    - c. Discussion about how to discuss the next steps to address and resolve concerns.
    - d. Continuing to do more with less.
    - e. November 1, survey information to go out.

b. Committee Roles:

- Co-chairs
- Secretary
- 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
- e. Shared Governance Meeting
  - i. USS Representation in FS
    - Caucus with or without staff that are in a union
  - ii. Changing staff classification
    - One type of staff?
    - USS to Unclassified?
- f. Exception for Regular Contract Staff that move to Term Contract
- g. Other

4. Other Business

- a. SGA Report – no report, returned from Big XII SGA
- b. USS Report
- c. Term Staff Report – Meeting discussed and pertained to getting concerns heard at various levels
- d. Salary and Fringe Benefits Committee Report – Discussed salary situation, and disgruntled employees. Perception that there are limited, if any, incentives on the horizon.
- e. Shared Governance – not met since last meeting.
  - i. Do USS staff want to move?
  - ii. Remaining staff are unionized, and their positions are being replaced by term positions.

5. Adjourn