

Kansas State University Faculty Senate
Professional Staff Affairs Minutes
November 1, 2022, 3:30 – 5:00 pm
Business Building 3046
or Zoom
Meeting ID: 941 8938 1310
Passcode: 173481

Present: Mishelle Hay McCammant, Renee Gates, Linda Craghead, Tandy Rundus, Monica Macfarlane, Justin Wild, Monica Curnutt, Casey Keller, Melissa Holmes, Amy Brusk

Call to Order

1. Approval of October 18th minutes
2. New Business
 - i. Docking Institute Survey Presentation Updates and Report Release
 - *USS and PSA websites houses these outcomes*
 - ii. Summary of 2019 report
 - iii. Listening sessions in Jan 2020 (right before COVID-19 closures)
 - iv. For 2022 - We had issues getting correct names to distribute (~400 people unintentionally left out of initial distribution).
 - v. Released Nov. 1 at 10am
 - vi. Different questions
 - vii. Opportunities to better communicate benefits
 - viii. Four themes
 - Staffing Levels/Workloads
 - Environment
 - Compensation
 - Incentives
 - ix. "What can we do now?" – Flexibility with hours and/or location.
 - x. We need systemic policy changes.
 - Hybrid remote work and flexibility
 - No leadership or management requirements for Deans or Department Heads
 - Have staff policies driven by HCS first, realizing there may be specific duties that require in-person work.
 - We need to offer potential solutions for our concerns.
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— **Moving Forward**
 - iii. Resolution of support
 - iv. Strategic planning involvement
 - v. 5-year review language clarification (Handbook committee) C159.3 and C159.9 – Mariya and Tandy – **Take another look before sending on to Handbook Committee**
 - Ensuring that staff are included

- Does the language mean direct reports only or everyone in the organization lineage?
- 159.11 May need investigated to ensure confidential feedback is received by director reports. Make more inclusive and definitive (less ambiguous).

vi. Compensation/Career Ladders

- Casey and Monica C.
 - a. Where to start?
 - i. What are the goals or what does completion look like?
 - ii. Who are the stakeholders? From whom do we need buy-in or information?
 - iii. This would be a K-State issue, and not likely a statewide option.
 - iv. What determines a change in title/promotion? Certifications? Years of experience?
 - v. Is it possible to hire a consultant to determine these processes?
 - vi. How will multiple surveys (Docking Institute and Emergent Methods) affect outcome and next steps?

vii. Docking survey follow-up listening sessions

- Linda and ?

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

Adjourned due to time (5:00pm)

4. Other Business

- a. SGA Report
- b. USS Report
- c. Term Staff Report
- d. Salary and Fringe Benefits Committee Report
- e. Shared Governance

5. Adjourn