

Minutes of the Classified Senate
October 3, 2007

- I. President Barbara Nagel called the meeting to order.
- II. Roll Call
 - A. **Attending:** Becki Bohnenblust, Richard Brenner, Terri Eddy, Carolyn Elliott, Janel Harder, Connie Hobbs, Tracy Ivy, Connie Kisse, Gary Leitnaker, Melissa Linenberger, Carol Marden, Joe Myers, Barbara Nagel, Jennyfer Owensby, Nick Pecenka, Connie Reding, Rob Reves, Cyreathia (SAM) Reyer, Lois Schrieiner, Peggy Selvidge, Darrin VanDorn, Libby Vathauer, Marlene Walker, John Wolf
 - B. **Absent:** Richard Herrman, Claudia Leeds
- III. Pandemic Flu Presentation: Dr. Bob Tackett
 - A. Dr. Tackett provided a detailed presentation regarding the work of the Pandemic Flu Committee. He outlined the committee's plan and provided a framework for departments to use in developing a departmental plan. The draft of the Pandemic Flu Plan can be obtained at www.k-state.edu/safety/Documents/PandemicFluPlan.pdf. The committee has been working since 2006. All departments will need to develop a Business Continuity Plan indicating leadership succession and clarifying essential functions.
- IV. Gary Leitnaker Report
 - A. Gary Leitnaker reminded everyone October is Open Enrollment for Group Health Insurance. If anyone has issues with logging in, please call the help desk. He also reminded everyone of the Benefits Fair.
- V. Minutes
 - A. The September 5, 2007 minutes were reviewed. It was noted that in VII, section A. October 5, should be changed to October 4. Connie Kisse moved to accept the minutes as corrected. Marlene Walker seconded. Motion passed, the minutes were approved as corrected.
- VI. Treasurer's Report
 - A. John Wolf presented the Treasurer's report. Tracy Ivy moved to accept the Treasurer's Report as presented. Connie Kisse seconded. Motion passed, the Treasurer's Report was approved as presented.
- VII. Executive Council Report.
 - A. President Barbara Nagel gave a recap of the meeting with Regent Jill Docking. President Wefald arranged for the Senate Officers to meet with Regent Jill Docking to discuss important issues Classified Senate is addressing this year.
 - B. President Wefald indicated that he will be out of the country and will be unable to attend the Recognition Ceremony, but he is excited about Classified Senate and the image we are projecting.

- C. A copy of the flyer prepared for the Benefits Fair was distributed. These will be used as talking points as Senators visit with classified employees during the Fair.
- D. During Executive Council, President Nagel asked everyone to state how they are communicating with their constituents. She stressed everyone needs to be getting information out and communicating with those they represent.
- E. Faculty Senate President Frank Spikes and President Barbara Nagel met and discussed issues we were working on and asked if Senate felt the need to meet jointly as we have in the past. The general consensus was yes, both Senates do need to meet as in the past.
- F. Janel Harder gave a detailed report on the BRI Tour. If anyone who did not attend is interested in a tour, please contact Barbara Nagel.

VIII. Senate Standing Committees

- A. Campus Affairs Committee: Becki Bohnenblust provided a listing of senators to work the booth at the Benefits Fair. She asked that if senators did not get signed up, they are more than welcome to help, if they had time. They are still working with Cindy Bontrager to host a campus-wide budget forum. The next meeting will be October 17.
- B. Legislative Affairs Committee: Revised draft of the By-laws was distributed and asked that everyone please look them over. At the next meeting the By-laws will be discussed and a vote taken. A group from Classified Senate will be attending the Oversight Commission meeting on October 15.
- C. Recognition Ceremony Committee: The committee provided a copy of the survey to be distributed at the Benefits Fair. A copy will also be posted on the web. The letter went out to the Deans/Directors yesterday soliciting the Employees of the Year. Peggy will e-mail a copy of the survey for everyone to distribute.
- D. Public Relations Committee: The next issue of the Roar will go out the first week of November. If anyone has articles, please submit them no later than the November 1. The Committee still needs a couple of profiles for the web.

IX. University Committee Reports:

- A. Alternative Service: The next meeting will be on the 24th. Will discuss the future of the committee after we hear more from the Oversight Commission.
- B. Text Messaging: Richard Brenner gave a report from the Text Messaging Committee. Outlined the plan developed as part of the “Campus Disaster Response” initiative.

X. Old Business:

- A. Joe Myers provided copies of the Kansas State University Campus Master Plan.

XI. New Business:

- A. No new business

XII. Adjournment:

- A. Cyreathia (SAM) Reyer moved to adjourn. Tracy Ivy seconded. Motion passed. meeting adjourned.

