

Minutes of the KSU Classified Senate
October 5, 2011

I. President Lesa Reves called the meeting to order.

II. Roll Call:

- A. *Present:* Dale Billam, Becki Bohnenblust, Paula Connors, Ramon Dominguez, Susan Erichsen, Pat Fine, Janet Finney, Jody Fronce, Doris Galvan, Vickey Grochowski, Annette Hernandez, Will Hirsch, Kerry Jennings, Gary Leitnaker, Sharon Maike, Hanna Manning, Brad Millington, Christina Nash, Lesa Reves, Rob Reves, Michael Seymour Sr., Maria Sweet, Janice Taggart, Lindsay Thompson, Pam Warren, and Terri Wyrick.
- B. *Absent - Excused:* Lois Schreiner

III. New Classified Senator – Sharon Maike

Guest – Emily, from Project SEARCH, working with Terri Wyrick in Facilities.

IV. Jackie Hartman, Director of Community Relations – Lesa introduced Jackie Hartman.

Jackie's primary duty is to act as the liaison between the university, community, and the region. As such, she serves on many boards. The current project is the K-State 150th Celebration, which will kick-start February 14, 2013 and go through October 2013 (Homecoming), in order to include incoming and outgoing students in the celebrations. Jackie also schedules the Landon Lectures. It is important that we all encourage students to attend the Landon Lectures and other university-wide events.

V. Brian Niehoff, Associate Provost for Institutional Effectiveness and Jennyfer Owensby, Division of Financial Services – Lesa introduced Brian Niehoff and Jennyfer Owensby. The Higher Learning Commission of Chicago, Illinois will be on campus April 9-11, 2012 to do the accreditation review of the university. The steering committee has been working on the self-study for 2 years and will be made available, to constituents for comments, by the end of October 2011. The self-study report will then go to the HLC before the end of January 2012.

VI. Associate VP/Human Resources & Parking Services Report:

- A. Gary Leitnaker reported health insurance open enrollment has begun and will go through October 31, 2011. Remind constituents do their enrollment soon, as the system gets bogged down at the end of sign up time.
- B. Maria Sweet asked Gary, what and who are AFT and how did they get employee addresses. Gary explained that AFT (formerly KAPE) is a union for clerical and facilities employees. Gary's office is required, by law, to provide addresses to AFT. The facilities group is represented by AFT through an MOU. The clerical group is represented but not by an MOU. It takes a petition to stop AFT from getting addresses for the clerical group of employees.
- C. Gary also discussed the Voluntary Retirement Incentive Program numbers. Out of 444 employees eligible, approximately 67 employees have opted to take advantage of this program.

VII. Minutes:

The September 7, 2011 minutes were reviewed. Kerry Jennings moved to accept the minutes as presented. Rob Reves seconded the motion. The minutes were approved.

VIII. Budget/Treasurer's Report:

- A. Annette Hernandez presented the Treasurer's Report for the period September 1-30, 2011. There is currently \$4,601.86 in the Foundation Account (C-21151-CS); \$164.41 in the Foundation Account (C-21155-CS); \$69.45 in the Foundation Account (C-23750-CS Awards Ceremony); and \$3,035.65 in the State Account (NMAF205629). The total funds available are \$7,871.37. The Treasurer's Report was accepted as presented.
- B. Annette also handed out the new K-State Classified Senate shirts. A few errors were noted in the delivered order. Corrections will be ordered immediately. A thank you card was sent around for the Vice President of Administration and Finance, Bruce Shubert, who purchased the shirts. Classified Senate truly appreciates the gift to help us stand out as professionals.

IX. Executive Council Report

- A. Roberta Maldonado-Franzen, Director of the Office of Affirmative Action and Pete Paukstelis, Associate General Counsel of the Office of General Counsel gave a presentation on the addition to the current policy which prohibits sexual violence on the K-State campus.
- B. Report to the Board of Regents – Lesa Reves gave a report to the Board of Regents on September 21. The report was well received.
- C. Trip to North Carolina State University – Lesa will be traveling with the President's Council to North Carolina State on October 10th & 11th.

X. Senate Standing Committees: Campus Affairs, Public Relations, and Legislative Affairs Committee meetings were held for 15 minutes.

- A. *Campus Affairs Committee:* Hanna Manning reported that the Classified Senate bags are in and ready for tomorrow's Benefits Fair (Oct. 6, 2011). She thanked Maria Sweet for all she did to get the bags ordered and ready in time. The roster of people to work is full, but anyone may show up at any time to help out whenever available. Senators should wear their new shirts and their name tags.
- B. *Legislative Affairs Committee:* Dale Billam presented the position paper for discussion. Hanna Manning (per her constituents) requested correction in the graphs to reflect the no COLA increases since 2008. Rob Reves suggested striking the Longevity Bonus off. It was suggested to reword the top line on the House Bill side of the page.
- C. *Recognition Ceremony Committee:* Annette Hernandez asked Classified Senate to donate \$500 for door prizes and then the committee will ask Varney's to match (as in years past).
- D. *Public Relations Committee:* Lindsey Thompson and Ramon Dominguez reminded senators that ideas for the Roars are appreciated. The current Roar will be ready for publication in early November.
- E. *Classified Employee Opportunity Fund:* There was no new report.

XI. Campus Committee Reports:

A. Recycling: Cherry Rosenberry reported that the university is in a contest with other universities for recycling. There will be a big push at the K-State vs. Missouri home game this weekend for recycling. Recyclemania is in January. Cherry also said that Recycling Services has a Project SEARCH worker that has been a great help to them.

B. 8020: Becki Bohnenblust reported the progress of the arrangements for Pizza & Politics. Currently there is a struggle to get 5 government related panel guests. The initial date for Pizza & Politics is November 3rd which is also when President Bush is in Wichita. Maybe looking at changing the date.

Cats in the Capital is February 16, 2012. There is a need of 40-50 volunteers to present Capital offices with cookies and ice cream. Volunteers will be from Student, Faculty, and Classified Senates.

C. Master Plan: Dale Billam reported that the Master Plan committee meets to update the K-State Master Plan and needs to be finished by May 2012. There will be 4 open campus meetings for suggestions from the University.

XII. Old Business:

A. Letter to the Editor was printed in the September 16 edition of the *Collegian*, in response to errors in an article regarding classified employees and COLA raises.

B. Position Paper – Rob Reves moved to accept the Position Paper as an open document with advice from Classified Senate. Terri Wyrick seconded the motion. Motion passed.

XIII. New Business:

A. *Set up a City/University projects committee, report due November 18* – Will Hirsch, Janice Taggart, and Jody Fronce volunteered to be on the committee and put together a report.

B. *Recognition Ceremony door prizes* – Rob Reves moved for Classified Senate to donate \$500 to the Recognition Ceremony for door prizes. Hanna Manning seconded. Motion passed.

XIV. Adjournment:

A. Cherry Rosenberry moved to adjourn. Rob Reves seconded. Meeting adjourned at 2:30 p.m.

Respectfully submitted,
Jody Fronce for Lois Schreiner,
Classified Senate Secretary