

Minutes
K-State University Support Staff Senate
July 9, 2025 @ 1:00 pm
Cottonwood Rm 230, K-State Student Union;

I. Call to Order: 1:01pm

- II. Roll Call: In-person Thomas Fish, Kimm Dennis Sandy Emme, Tara Fronce, Janelle McCormick, Gina Nixon, Shanna Legleiter, Bill Burris. Zoom: Emily Johnson, Betsy Molinary, Denny Ryan, Kristin Copeland-Class.
III. Minutes from June: Motion by Sandy Emme to approve the minutes, Bill Burris 2nd. Motion passed.

IV. Budget/Treasurer's Report – **Sandy Emme**

- Foundation Account (C-21151-CS) (For Professional Development & Meritorious) one contribution of \$20.00, for an ending balance of **\$9,539.29**
- Foundation Account (C-21155-CS) (For Awards ceremony) no activity for ending balance of **\$113.21**.
- Foundation Account (C-223750-CS (For Awards Ceremony) Comm & Ag printing (save the dates) for \$84.59 and KSU Union (plaques) for \$1,230.50 for ending balance of **\$3,979.94**.
- State Account (NMAF205629) (For expenses allowed by state) Facilities (postage) expense of \$195.95 for ending balance of **\$2,441.29**

Total funds available are \$16,073.73

Motion by Kimm Dennis to approve the Treasurer's report, Bill Burris 2nd. Motion passed.

V. HCS Report– **Betsy Molinary**

Time & leave update from Jenny. There was also an update article today in the K-State Today article. System does require a badge; we will use the K-State Wildcat One card badges that are issued by the K-State ID center. The badge has the technology built into it to use at the timeclocks. Time and leave action team is working on plans for those who do. Training plan is in place to train everyone before the system goes live. Early Fall is projected go live. An update from Marci Ritter for Compensation and Organizational effectiveness. Working on staff job architecture piece of compensation study. If questions Shanna would have more information on plans for communication with various stakeholders. *Question asked about the town hall webinar that we were told was to be held at end of June. We did not see any announcement about that. Shanna answered They decided to change course on the webinar. Rather than a town hall they will be likely doing a road show going to units, colleges and USS Senate, etc. That way unique questions can be asked & answered. Will also provide some career pathway education. Market study is still being worked on by Huron.* Shanna also addressed the K-State Today article for personal pronouns. Make sure to remove any pronouns you have listed in your signature line, if you do have them. *Question: Student Union employees are not state employees, will they need to follow suit on removing? Shanna will get back to them after making sure of the directive. Question: it used to be you could request the full position description of open & publicized positions, that is now being rejected. Answer: Unfortunately, they have had people take elements of those positions and try to copy to get their position elevated. Shanna stated that they are open but must be mindful of how to share the information. There is a delicate balance and they are being cautious during this compensation study. Feel free to refer people to Shanna if they run into this and she will help if possible. (They are not closed to taking PD reviews for re-classification due to the compensation study)* Asked about a general report of how many positions were changed in the review process to prepare for the Huron review. Not at this time. Learned that it was to have been done if current description not current. It was not only if yours wasn't current and wanted it reviewed for a reclassification. Some positions may not have therefore been submitted due to the misunderstanding.

VI. Administration and Finance Report – **Tara Fronce**

No report but happy to answer questions

VII. Unclassified Professional Staff Affairs Committee Report – **Gina Nixon**

No report, the committee did not meet.

Gina did give an update from the Faculty Senate Leadership meeting. Have had some pop up meetings. First was with Marshall Stewart talk about elevating extension and how that was announced. If recognition of appendix N. (USS will have some employees affected by the changes). Met with Provost Mendez

regarding announcement from today but still being compliant. Today Gina Nexon, Linda Craighead & Sally Lully met regarding professional development and mentoring for USS & Professional staff. This was tabled to wait for Human Resource to announce the work they have been working on.

VIII. Office of Civil Rights & Title IX Report – **Justin Frederick**

Sent message that staff are completing required annual training for positions and will be completed by August.

IX. Facilities Union Representative – **Bill Burris**

They accepted the University raise of 1.5% after lot of discussion. On July 15th the 2nd phase will take place with an additional one-time performance bonus. Will be based on ratings in performance. Employees had to be employed before 12/01/24. Meet at end of year for a 3rd phase. There will be another possible raise.

X. USS President/Executive Council Report – **Thomas Fish**

Meetings have not been happening over the summer.

Senate Standing Committees:

Communications – **Jane Cleveland**

Recognition – Open Needing recognition chair/co-chairs

XI. Campus Committee Reports:

Campus Recycling Advisory Committee – **Thomas Fish** – Currently not meeting.

Campus Planning and Development Advisory Committee –

Campus Environmental Health and Safety Committee – **Dylan Lackey ****

University Committee on Gender Equity – **Kristin Copeland-Class, Regina Crowell** No Report

University Committee on Diversity, Equity, Inclusion and Belonging (UCDEIB) – **Thomas Fish**

Parking Council – **Sandy Emme**: They are meeting over the summer. Reminder that new permits are needed by end of July. They are working on putting together a survey about transportation, different than prior one. Want to know who would ride a shuttle, distance, etc. Parking wants to get number of how many bikes are coming to campus and that they need to register the bike. Looking at grant to get bike lockers. Will have to be a fee increase but not all at once. *Question asked regarding the garage. When asked about using garage to attend meetings at Union by Salina employees an parking employee stated you could get a dept code and still receive the \$6 rate for the day. How do we get a dept code and what about when attending senate meetings. USS/FS would not have a dept code (believe). Sandy will follow up. Another question: Donating to Cats cupboard in lieu of paying for a parking ticket. Yes, one parking ticket per year right now, looking at making it once per semester. You must provide a receipt showing it was purchased (people were going to cat;s cupboard and getting free and then turning in for the ticket.*

FS Salary and Fringe Benefits Committee – **Thomas Fish**

FS Committee on Technology –

FS Committee on University Planning – **Thomas Fish**

Staff Compensation Steering Committee – **Denny Ryan** Shanna primarily had already addressed what Denny wanted to share.

Timing is not known exactly, trying to get coordinated. May take a little time. Questions: Once Huron provides presentation are they going to take into consideration any feedback or is the architecture basically already set in stone? Answer: For most part architecture has been bedded. An example was provided. Roadshow is meant for feedback. Trying to honor Huron expertise.

XII. Old Business:

XIII. New Business:

XIV. Adjournment: Sandy Emme motioned to adjourn, Kimm Dennis 2nd the motion.

Next meeting: August 13, 2025 @ 1:00 pm – Cottonwood Room