

Minutes
K-State University Support Staff Senate
October 8, 2025 @ 1:00 pm
Muir Room, K-State Student Union

I. Call to Order

II. Roll Call: In-person: Thomas Fish, Gian Nixon, Matt Engelbert, Sandy Emme, Janell McCormack. Zoom: Kimm Dennis, Julie Smith, Betsy Molinary, Kristin Copeland-Claas, Jane Cleveland, Tara Fronce, Cassie Hall, Dennis Ryan, Emily Johnson

III. Minutes from September – Sandy Emme moved to approve the minutes, Janell McCormack 2nd. Motion passed.

IV. Budget/Treasurer's Report –

- Foundation Account (C-21151-CS) (For Professional Development & Meritorious) one contribution of \$10.00, for an ending balance of **\$9,584.29**
 - Foundation Account (C-21155-CS) (For Awards ceremony) no activity for ending balance of **\$113.21**.
 - Foundation Account (C-223750-CS (For Awards Ceremony) no activity for ending balance of **\$3,979.94**.
 - State Account (NMAF205629) (For expenses allowed by state) no activity for ending balance of **\$2,441.29**
- Total funds available are \$16,108.73**

Kimm Dennis moved to approve the report as amended, Tom Fish 2nd

V. HCS Report– **Betsy Molinary** No Report. If you have any questions, please let her know. Kimm Dennis asked if Betsy could check on that no sick leave was added in HRIS for the last pay period. Emily spoke to Mary-Beth, and they are aware of situation but do not have a solution yet.

VI. Administration and Finance Report – **Tara Fronce** New Time & Leave training in process, reminder to sign up if have not yet attended.

VII. Unclassified Professional Staff Affairs Committee Report – **Gina Nixon** PSA met yesterday. They are reviewing Appendix Q for performance management. They are reviewing the docking survey results. They want to determine 2 or 3 concerns to bring forward. Would also like to provide some possible solutions. They have now received names & emails from HR to create a list-serv. Staff Award process for the KBOR Award is being discussed. Lined up speakers for future meetings. Next meeting Casey Lauer will attend to share master plan information.

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

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

X. USS President/Executive Council Report – **Thomas Fish** Discussed low senator count. If two new attendees are still interested in being senators, we will swear in next month. There have been 3 meetings scheduled for USS Senators to meet with HR to review the changes made to the USS Handbook update. Believe one of the dates is either changed or canceled, he will follow up and let senators know. Thomas asked Kimm to present information from meeting with Dr Marshall Stewart. Staff spotlight award funding has been re-instated. He stated that we will not need to request funds for future years, that it will be continuous. Committee will start arranging to meet and make announcements. Please start thinking of individuals you may want to nominate. We asked about the fact that well-being of employees is being pushed, had they looked at any other benefits to provide employees since all the issue with pay/compensation. We suggest one thing could be free membership of the rec center for the employee only. Retirees plus spouses already receive this, it would be nice since well-being is being pushed & encouraged to help the ones working here. A term member of staff at the meeting suggested the possibility of additional benefits for employees through Lafene. For Professional Development we pointed out that the Coffman Leadership Institute offers leadership training but is currently only available to faculty and UPS staff, USS is not

eligible. Dr. Stewart did not know why that would be unless there were policies, he is unaware of. Discussed parking and compensation study. Term employees are also without a list-serv so that is being worked on. It was also asked if there are any actions being taken to or considered to retain any long-term employees. Dr. Stewart is connecting us with Patrick Burt regarding troubles getting Spotlight Award information published and with Shanna Legleiter for Professional Development to assist us.

XII. Senate Standing Committees:

Communications – **Jane Cleveland** No Report

Recognition – **Regina Crowell/Sandy Emme** No Report

XIII. Campus Committee Reports:

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

Campus Planning and Development Advisory Committee –

Campus Environmental Health and Safety Committee

Gender Opportunity Committee – Kristin, this committee has been dissolved at end of August.

Parking Council – **Sandy Emme** In the last meeting the new officers were installed, Casey Lauer attended to discuss the masterplan – gain a garage but lose 962 parking spaces, closing 5-6 different roads, working on getting survey out on micro-mobility & macro-mobility and permit increases regarding maintenance plan, flex passes being discussed. SGA added parking committee members and will start having two meetings a month plus sub-committees will have one meeting a month. Next 2-3 years there will be several changes to come. Still need more USS representatives on the committee. Jane asked about those with mobility issues. Sandy stated that it is still being discussed but they are not taking away any handicap parking stalls. Emily asked how they define micro & macro's. Sandy stated that micro is bicycle, walking, scooter paths and macro is shuttles and like an uber type transaction. Rules & regulation changes will also happen.

FS Salary and Fringe Benefits Committee – **Thomas Fish** No report

FS Committee on Technology – **Regina Crowell**

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

Staff Compensation Steering Committee-**Denny Ryan** Have not met since last USS meeting

Performance Management Policy Workgroup – **Kristin Copeland-Claas**- Have not had 2nd meeting yet. First meeting explained the goal of workgroup.

XIV. Old Business:

Sandy read an email from Regina explaining why USS Senate did not have a table at the benefits fair. HR did not feel it fit in with the benefits fair event. She did send out before the meeting a poster to see what we think of it. No one has really had a chance to look at it yet.

Kimm asked Betsy about USS needing additional senators, to confirm if for new performance reviews that being on senate could fit under the section about service orientation and modeling of values. Does being involved with senate fulfill that. Betsy believes it aligns with several K-State standards of excellence. Employees would need to be able to articulate how it is an example of stewardship or communication is, but she is happy to help with wording or obtaining a formal approval she is happy to do so. Betsy will check into being a senator will qualify.

Sandy asked for an update on the new banner being discussed. Kimm has not received a response from Mandy Wilson. Kimm had explained that we needed to be provided with graphic options so that the committee could vote on. She has not heard back and let Elizabeth know an update. Gina offered to reach out to Mandy to see if she could get more information.

XV. New Business:

XVI. Adjournment: Sandy Emme moved to adjourn, Thomas Fish 2nd.

Next meeting: November 12, 2025 @ 1:00 pm – Cottonwood Room