



University Support Staff Senate Archives

Classified Senate

Academic year 2002-2003

Classified Senate Executive Council Meeting Minutes

July 31, 2002 – A Un\$+, 2003

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July 31, 2002

Classified Senate Executive Council Meeting

9 members of the executive council present.

The meeting was called to order at 3:00.

Meet your Senators Day: Randy stated he had contacted Mike Turner about a Meet your Senators Day and the possibility of having a brunch/lunch or refreshments available. Mike indicated he would be able to find money to fund that as it can't come out of official hospitality. Randy is going to ask Cyndy Hodge if she will put this meeting together since it was her idea.

Employee Recognition Program Letter from President Beggs: The council comments were not favorable. Concluded that it was too much like what was already in place. Council agreed that it should be redone and to include some specific stipulations outlined for the award. Although it was not specifically stated in the letter, Randy indicated that there could actually be more than one recipient per year, which would result in the money being divided several times - what was once \$500 could be as little as \$100. Randy plans to discuss at the September senate meeting.

Classified Staff receiving degrees: Cyndy Hodge suggested the possibility of a staff recognition for those classified staff who receive their degrees. The council felt that wasn't necessary. Randy will talk to her again to see what she specifically had in mind.

Grievance Policy: Previously discussed the idea of a mediator. Randy stated the policy is posted on the website and state statute does provide that a peer can be available to assist you in the grievance process. A tier review Randy suggested that a mediator through Counseling and Testing was probably not necessary at this time. Tom Veltman suggested that maybe a classified advocate would be a better choice. Randy will talk to Anita Kirkpatrick.

Reclassifications: Randy will discuss with President Beggs before the next meeting why it is acceptable for faculty to receive merit and promotional raises during budget recisions and not have any raises for classified whose positions were reclassified. Rumor mill: that student affairs submitted backdated (to December) reclassifications to avoid being frozen.

Vacancies on Senate: Tina Payne's position will be filled by Kelly Eck. Linda Tedder will fill the empty seat. Tina was on the Child Development Center Board and that will need to be filled. Also, RuthAnn Priester has become unclassified so her position on the Traffic committee needs to be filled. Charles Newman has requested to sit on the traffic committee. Mike Hinkle volunteered to sit on the Child Development Center Board temporarily.

Program suggestions: Mike Hinkle suggested having Jim Hemlann return to give an update on the RSC Food Service, since he was interrupted by tornado warnings at the may meeting. Also, have Dr. Beggs speak to the senate again.

First meeting of the fall will be September 11. Orientation/training for the new senators should be at the first meeting.

Meeting adjourned.

Val Peck

Secretary

August 28, 2002

Classified Senate Executive Council Meeting

Present: Ellen Abbey, George Corbin, Mike Hinkle, Cyndy Hodge, William Ozor, Val Peck, Randy Sessions, Hugh Thompson.

Excused: Sally Fiscus, Anne Welch.

The meeting was called to order by president Randy Sessions.

Randy stated that Kelly Eck will take Tina Payne's place on the senate and Linda Tedder will fill the accountant class on the senate.

It was suggested at the last meeting that we have Jim Herrman return to give an update on the food service policy. (He was interrupted by a tornado warning at the May meeting). Herrman was contacted and indicated that at this time there was no feedback from the faculty, therefore nothing had been done on the food policy.

Nickaila Sandate, human resources, has resigned her position. Ellen Abbey will serve on the search committee for her replacement.

Cyndy Hodge reported that there was nothing on the "Meet your Senator Day" yet. Mike Turner had not responded as of today. Dr. Beggs was o.k. with having this meeting.

Council for Classified Senate Meeting is still on for October 11. K-State had issues with a date change because of legislators. Position paper will be presented at this time.

Apparently part of the health insurance increases are due to accumulated costs from last year that have been passed on to this year along with the anticipated cost increase. Randy indicated it had been passed on to the committee by Governor Graves. He also stated that if we don't get raises, as well as incur a 12- 46% health care raise, it could result in as much as \$90/p month decrease in our checks. Also, along with the increase, there is not going to be a smoking discount this year.

Pay and Benefits will be an item on our position paper. Randy indicated that we are 40% behind market value (COLA) and that doesn't include step increases. It is not supposed to take the place of COLA. He suggested that maybe we should start a 5 year plan to include increases in benefits and COLA. It should have some basis to it. We (classified) haven't had step increases for almost two years, yet even with the cuts, faculty promotions will be funded, per Dr. Beggs.

There are 25 reclassifications that have been approved. All are being held due to funding. Reclassifications on campus do not have to go to Topeka. IT's have to go to Topeka (like Randy's). Dr. Beggs has asked Elizabeth King not give her staff raises this year because of the budget cuts.

PSU has their position paper completed.

Salary comparisons- Cyndy Hodge. Some jobs that require certifications don't pay as much as those that don't require certifications. Cyndy will provide us with some comparisons. Be sure to tell your constituents to talk to their legislators and tell them, "if you don't support me, I won't vote for you".

Ellen suggested having new senators come 30 minutes early for introduction to position paper.

Christmas Closedown - Dr. Beggs indicated that we have to keep the university open a certain number of days during the holidays. If he gave us Dec 23 and 24 off, we would have to return before Jan. 1. He opted to stay with the current designated closedown days.

No guest speakers at the senate meeting on September 11.

Val Peck
Secretary

October 02, 2002

Classified Senate Executive Council Meeting

Present: Ellen Abbey, George Corbin, Kelly Eck, Cyndy Hodge, William Ozor, Val Peck

Excused: Mike Hinkle, Sally Fiscus, Randy Sessions

Absent: Kan. Ossman, Hugh Thompson, Anne Welch

The meeting was called to order by vice president Ellen Abbey, president in Sessions absence. Purpose of meeting was to review the position paper that had been prepared for the Classified Council of Senates and to see if there were any additions or revisions to be made.

Points stated on Position Paper:

- Sick leave- increase increments by .5 per pay period
- Annual Leave- increase to 7.3 hours per pay period and remove the 15 year cap. Holidays- match federal holidays.
- Health Insurance- insure that state employees have some say in the decisions that impact our health care and out-of-pocket expenses.
- Salary- Fund step increases and add two steps to top of the pay matrix. We are approximately 40% below the CPI. It was noted that it has been 12 years since the last study was done.
- Retirement- really needs to be protected. Ellen suggested adding charts to the position paper for senators to see.

The senate members present were very pleased with the work of the position paper committee. They felt it had very worthwhile points that needed to be addressed.

Senators going to Topeka for the legislative day are Ellen Abbey, Cyndy Hodge, George Corbin, and Mike Hinkle. The president has granted release time for those attending.

Senators felt it very Important that the position paper goes on. Also suggested for the legislative day to add cover letter explaining the classified senate and classified employees (24,000 strong) and the impact we could have on the election results. Also, continue to e-mail your legislators, Just not from a "state site", e.g.. shocknet.

Cyndy suggested having a meeting with both of the gubernatorial candidates to inquire of what they plan to do for the classified employees. Neither one has addressed this as yet. Consider the possibility of reserving part of the Metroplex, possibly the third Saturday in October. Cyndy will contact the candidates.

Discussion on the new Health Risk Assessment plan this year replacing the smokers discount. Some senators felt it was an invasion of privacy.

Meeting adjourned.

November 06, 2002

Classified Senate Executive Council Meeting

Present: Ellen Abbey, George Corbin, Kelly Eck, Cyndy Hodge, William Ozor, Val Peck, Mike Hinkle, Sally Fiscus, Randy Sessions, Kari Ossman

Kristi Mohler, Unclassified Professional Senate, notified Randy that they were doing the "Stuff the Bus" again this year.

There have been a lot of e-mails circulating regarding the position paper that was a result of the KS Council of Classified Senates meeting on October 11. Randy distributed the paper as it was presented to him from the Council meeting. It was the understanding of those attending the meeting that it was just a draft. It apparently reflects 90% of the views of KU and is not representative of the Council. Nothing was ever voted on by the Council. Randy asked for minutes of the meeting, attendees, etc. and they have not responded. The only thing not on the paper that was pushed for during the meeting was the tuition waivers.

Rodney Stanfield has asked the senates to rework their papers. submit to him and then he will compile a new version. PSU is not going to go with the paper as it is. Regardless of the verbage, the paper as it is now suggests raising taxes. Even if a gas tax would go through, it wouldn't go to classified personnel. Legislative liaisons from several universities suggested we should go for benefits versus raises.

Revisions to the WSU Position Paper:

Take out taxes and health insurance

Add longevity and vesting

Include all benefits

Re-word annual leave

Randy will send us a copy of the reworked paper for our review before he sends it to Rodney Stanfield. Dr. Johnson, Joe McClelland, Jim Ward and Tom Sawyer were re-elected. Ward and Sawyer are very strongly in support of classified staff. Also Geraldine Flaugherty.

Ellen suggested we ask Judy Dillard to get the new legislators together in an open forum for all classified staff at the MetroPlex some evening or Saturday.

Sally stated that we should continue to be unified in our efforts as a Council, otherwise it would be a giant step backwards.

George Corbin stated that Doug Weber is in the hospital and will be there 4- 6 weeks. Sally will send a card.

Meeting

Adjourned. ValPeck

December 04, 2002

Classified Senate Executive Council Meeting

Present: Ellen Abbey. George Corbin. Kelly Eck. Cyndy Hodge. William Ozor. Val Peck..
Randy Sessions

The meeting was called to order by president Randy Sessions.

Randy distributed a document with budget information that he received at the constituent heads meeting. Cyndy Hodge passed along a compliment to Randy regarding his participation in the constituent heads meetings. Those people were impressed with his professionalism.

Frankie Brown, Human Resources, is not aware of any positions being permanently eliminated as of today. Per Ellen, Mary Herrm has indicated it is not new vacancies that will be affected. Per Randy, Dr. Beggs is not planning to furlough or layoff at this time. Randy stated that in the event that is an issue, because of civil service involvement, it is easier to layoff faculty than classified/unclassified personnel. He also said that in the event budget cuts would result in the closing of a satellite center, that is not something that would happen immediately due to contractual obligations and only if the state were in a state of emergency. We are not in a state of emergency.

Randy said that we are to plan on 5% additional cuts. Administration is asking us to plan on even more. They are also asking departments to watch their spending. Dr. Kendrick is the only one authorized to make expenditures, i.e., additional class sections, etc. Ellen stated that Mary Herrin said the state has never gone more than two years without giving a raise to classified employees.

Ellen distributed a list of representatives and senators that needed to be contacted for the Meet and Greet gathering on Monday, December 9. Cyndy, George, Kelly and Val volunteered to make the calls. Those senators that have agreed so far to attend are: Nancy Herrington. Rick Gooch, Tom Thull, Don Betts, Nile Dillmore. Joe McClelland, Geraldine Flaugherty.

Randy is going to check to see if we can get an e-mail list set up through the computer center so we can e-mail pertinent information to employees regarding the budget situation.

The next position paper meeting has been scheduled for Wednesday, December 11. at K-State. Therefore, the Classified Senate meeting has been rescheduled to December 18. Randy indicated it was 4 against 2 on how the position paper was written and presented. If he isn't satisfied with the outcome, he will bring it back to WSU for a vote by the senate to see if they want our name removed from the paper for this year.

Ellen wants to get started on the election committee in January.

Randy still wants to rewrite the constitution so the vice president slides into the presidential position. The other senates do this already. It would make a much smoother transition.

Discussed getting replacements for those senators that have not attended any meetings this year, primarily Shari Thompson and Betty Alford.

Meeting adjourned

Val Peck,
Secretary

January 08, 2003

Classified Senate Executive Council Meeting

Present: Ellen Abbey, George Corbin, Kelly Eek, Mike Hinkle, Karie Ossman, William Ozor, Val Peck, Hugh Thompson, Ann Welch

Vice president Ellen Abbey presided over the meeting in Randy's absence.

Ellen distributed the final copy of the position paper. She strongly encouraged the council to keep in touch with their constituents and keep them apprised. They will post a copy of the paper on the Senate website and a list of the legislators with e-mail addresses so classified employees can contact their representatives. Freshman senators/representatives do not have e-mail addresses assigned to them as yet.

Ellen said that KU and KSU suggested we all go to Topeka on February 4 for legislative day. The WSU SGA and students are planning on going the second week of February. We had previously discussed going with them. Ellen asked the executive council's opinion and we still feel it would be advisable to attend with the other WSU students to present a unified front.

New Senators:

Denise Bums, History, is replacing Betty Alford
Glenn Fisher, Physical Plant, is replacing Sherry Thomsson

Food Service Vendors: Ellen didn't know of anything new. Val asked if we might consider asking Jim Herrman, or someone from the RSC to give us an update. Rumor mill says that Aramark is the returning vendor. FYI - K-State has frozen their hiring, although it is self-imposed.

Val Peck, Secretary

February 26, 2003

Classified Senate Executive Council Meeting

Discussion of alternative to civil service town hall meetings

The Classified Senate Executive Council discussed the ideas developed by the Work Group for Alternatives to Civil Service on February 5, 2003. Changes related to the content of the discussion materials have been included in the attached documents. Other discussion items included the following topics.

Voting Process: There was considerable discussion about methods to assure the confidentiality of the voting process. Those suggestions were incorporated in the "Contact Schedule" discussion document. The Work Group will further discuss the voting process before it is finalized. The Council did determine that they would fully support the outcome of the voting.

Compensation Alternative: The alternative for compensation topic generated considerable discussion. It was explained that the two-thirds of the authorized average salary increase (with a satisfactory evaluation) was a method to address the removal of the cost-of-living salary component. The remaining one-third of the authorized average salary increase would allow for departmental discretion to recognize performance with an additional salary increase amount. Some individuals would receive larger salary increases for better performance. There were concerns that larger departments would have more money to provide as additional salary increases.

It was also mentioned that the availability of tuition money would enhance the University's ability to address other salary concerns, for example a market adjustment if needed for a particular group of jobs. These compensation practices would apply to regular appointments and to limited term appointment, but not to temporary appointments.

It may be possible to provide longevity pay beginning at 5, rather than 10 years of service. The longevity pay could be spread out over 26 pay periods, minimizing the tax impact for that form of pay as compared to the current one-time payment. The amount of the longevity pay could be added to the base pay.

Job Correction/ Protection Alternative: Some sentiment was expressed that an appeals process should involve individuals external to the University to assure total impartiality. Some felt that the appellant was at a disadvantage in the existing appeal processes.

Approval Process: There was a discussion about the approval steps if there is an interest in pursuing alternatives to Civil Service. It was mentioned that the Chancellor or the Provost would discuss the approach with KUMC to determine that campus' interest. The Kansas Board of Regents would have to approve any change, as well as the Legislature. The Chancellor may consider offering KU as a "pilot" for such an alternative.

The Chancellor and the Provost would determine the strategy to gain approval from the appropriate governing bodies. Respectfully submitted by Ola Faucher, February 5, 2003

March 05, 2003

Classified Senate Executive Council Meeting

Present: Ellen Abbey, George Corbin, Kelly Eck, Mike Hinkle, William Ozor. Val Peck, Randy Sessions. Kevin Steuwe

Randy stated that he had received a letter from Michelle Harris of the WSU Foundation wanting to know if we would like to have Dr. Elizabeth King speak at our May meeting. This is in regards to support.

May will be the last meeting of this senate year. At that meeting we will recognize the outgoing senators.

Friday, March 7, is the last day to vote on the current election ballot. At the next meeting we will ask for nominations for president elect, then send out by secret ballot for voting.

Randy attended a special meeting called by Dr. Beggs regarding budget issues. He is wanting feedback from the various entities regarding the possibility of a 18% tuition increase beginning in fall 2003. Not sure if it will be tuition or tuition and fees. The three areas this would cover would be

- 1) unfunded mandate for benefits, e.g. health insurance.
- 2) technology (the \$1.9 million that was set aside for technology was used to cover the recisions.)
- 3) Program enhancements (OOE and salaries)

The budget for 2004 is based on 300,000 credit hours. The 18% increase would provide approximately \$1.5 million for each category. Of the allocations, \$1.09 would go to library and \$1.09 to technology.

Dr. Beggs has asked for students to give feedback on continuing the two \$1.09 allocations as tuition vs. a fee. Also whether we should assess a \$5 technology fee, each college have a differential tuition plan for salaries or charge specific fees for programs. Randy stated he had already talked to the Faculty Senate president and he has indicated they won't approve it. Ellen asked if some of this tuition increase could be used to fund reclassifications.

Dr. Beggs has stated the difference between in-state and out-of-state tuition is a 1 - 3.6 ratio for undergraduates and 1-3.0 ratio for graduates. He wants the out-of-state tuition to be what it actually costs the student to go to school here. It is currently subsidized by the state.

Dr. Beggs has found that there are legal issues to providing incentive awards that were proposed. He has proposed that recipients of the Shocker Pride awards be given \$40 stipend so it doesn't have to go through payroll.

Kevin Steuwe is replacing kari Ossman on the Executive council.

Meeting adjourned.

Val Peck,
Secretary

April 09, 2003

Classified Senate Executive Council Meeting

Present: Ellen Abbey, George Corbin, Kelly Eck, Sally Fiscus, Cyndy Hodge, William Ozor, Val Peck, Randy Sessions, Hugh Thompson, Ann Welch

Randy asked Ellen to be in charge of getting the Recognition Certificates for the outgoing senators for the May meeting. There is only \$160 in the budget. He also asked about the refreshments for the May meeting. In the past, Mike Turner has provided those in the past out of a different fund.

Sally has submitted the names of the 3 classified employees to Dr. Beggs for the Shocker Pride picnic. Sally will pass on the information regarding ordering shirts of the new senators for next year.

Ellen distributed the list of newly elected senators and executive council for 2003-04.

Dr. King will give a presentation at the April senate meeting to solicit funds for endowment.

Randy suggested to Ellen that she try now to schedule Dr. Beggs for next fall as his schedule fills up so fast.

Randy wants to meet with Dr. Beggs regarding the student fee policy and lack of benefits for employees that is in effect now. As it stands now, it appears illegal.

Meeting adjourned,
Val Peck, Secretary

-REMINDER-

Executive Council
Meeting Wednesday,
3:00p.m. Wallace Hall,
Rm 113

May 07, 2003

Classified Senate Executive Council Meeting

Present: Ellen Abbey, George Corbin, Kelly Eck, Glen Fisher, Lloyd Harp, Cyndy Hodge, Mike Hinkle, Val Peck, Randy Sessions, Kevin Steuwe, Hugh Thompson, Torn Veltman, Doug Weber

Per Randy, Ann Welch, William Ozor will not be at meeting today.

Randy will distribute the recognition certificates to the outgoing senators next week and then turn the meeting over to Ellen Abbey, president for 2003-04.

There is approximately \$150 left in the budget for this year. Must use or go back to the state. Suggestion is to use it for name tags for the senators. Also suggested is to have the tags say "WSU Classified Senate" and then leave space for the senator's name to be written by a labelmaker and placed on the plate.. This would save expense on replacing tags when a senator changes.

KU Issues - KU has proposed an alternative to the civil service plan. They had put it out to vote and 1,090 votes were returned and there were 545 votes for each- yea and nay. They are supposed to get together again next week to decide what to do. Torn Sloan is behind them and prepared to introduce legislation if it passes. KU's entire administration is behind this effort as well. Randy and Ellen met with Torn two weeks ago. One thing they are advocating is a cost of living differential for employees according to area. Living in KU/KSU might pay more because they are in a larger school, not necessarily because of cost of living. Hodge and Veltman suggested learning more about it. Hinkle suggested having Mike Auchard or someone from KU come visit us and tell us more about it. Hodge asked if we should contact Dr. Beggs and let him know that we're interested in this alternative. Ellen stated she would talk to Dr. Beggs.

Standing Committees:

- Child Development Committee: Hinkle- don't know if it is still active. Never been invited to meet.
- Internal Issues- no one knows what it is. Possibly dealt parking years ago.
- Legislative Issues - suggest combining with position paper.
- Holiday Tree Lighting - active
- University Service Council: no one knows.
- Meet your Senator- new committee and planning something for September.
- RSC Board- Tom Veltman representative this year.
- Traffic- Charles Newman and Mike Hinkle representatives
- Heskett Center Board- inactive
- KAPE -normally inactive
- Webpage- Tom Veltman
- Food Service- active, Warren Carter representative

Other:

- Ellen has scheduled Dr. Beggs to speak at our September meeting.
- We need to be taking advantage of the listserv. Cyndy Hodge work on membership drive for listserv. Randy Sessions has talked to the computing center about setting up a data file to notify all classified employees of listserv.
- Thinking of establishing a community service committee.
- Ellen Abbey asked about introducing a newsletter for fall; an introduction of new senators. Cyndy
- volunteered to work on. Mike suggested a quarterly newsletter as an alternative.
- Tom Veltman work on setting up the web to let us know who our constituents are or so classified employees can find who their senator is.
- Senate will be voting on the vice president and secretary next week.
- Ellen will bring the list of constituents next week for senators to divide up. Report to the new senators and let them know who their senators are.

Meeting adjourned.

Val Peck, Secretary