



**Staff Senate Agenda**  
**Wednesday, February 17<sup>th</sup>, 2016**  
**12:00 p.m. – 1:30 p.m.**  
**Malott Room, 6<sup>th</sup> Level, Kansas Union**

Call to Order

- 12:00pm

Approval of Minutes

- Senator motions, senator seconds, all in favor, none oppose, approved 12:01pm

Reports

President – Chris Wallace

- Met two weeks ago with interim Provost Sarah Rosen
- Discussed 1% merit increase. With current state of budget, will not happen. Sarah will put out a memo in some fashion notifying staff.
- Spoke about furloughs. No current discussion by university. Last year was state mandated, now neither state nor university talking about it. Nothing to discuss until more information is made available.
- KBoR policy on leave accruals up for change, verbage under review by KBOR. Looking at changing at the beginning of the fiscal year FY17. Other regent's schools university support staff can accrue more vacation leave than KU university support staff but not as much as unclassified professional staff. Staff with the same job title now may have different accrual rates, depending on staff's UPS or USS assignment. Non-union covered vacant USS positions at KU are automatically filled as UPS. Some universities close over the winter break, which can affect accruals. Other KBoR USS positions around the state accrue more than KU USS positons, as KU still follows civil service rules. Other universities changed, KU was told to stick to original civil service guidelines. New policy would, result in a higher accrual rate for all USS employees with 176 hours per fiscal year; the USS employee who has worked more than 15 years will see the least increase in the new accrual rate. Staff can maintain a vacation leave balance of 304 hours with that maximum applied at the end of every pay period. Also, as part of the one-time conversion process to the UPS leave program, USS employees can convert vacation hours over the current maximums to 40 hours of sick leave.
- Conceal carry policy discussed. Looking for new work group on implementation of policy. Will be asking for names for committee members.
- Interim Provost gave letter of support for participating in Staff Senate. This will hopefully influence and improve chances of higher turnout for participation and voting.
- Shared information on why some departments don't support participation in Staff Senate, i.e. some departments make staff take vacation time. Sarah offered to come talk to Senate (5-10 minutes) and have an open door policy for addressing this issue. Will make a statement in one of her letters to departments, as well as paper leaflets for those who have limited access to computers, on participating in Staff Senate. Individuals can add this to the HR performance management system as additional job related development. Bring issues/concerns to Ola Faucher.

Secretary – Tim Spencer

- No report

#### Treasurer – Paula Hinman

- Handout referenced. Total available funding to Staff Senate is \$7,482. Expenditures of \$570.85, with \$4,500 in professional development awards, leaving \$2,411.15 unobligated.

#### Legislative Affairs – Dawn Shew & Precious Porras

- No committee meeting.
- Creation of diversity committee approved during last senate meeting. Kathy Reed provided suggestions on how to incorporate the new committee and chair into the rules and regulations, and left the standing committee verbage vs special committee. Sent resolution via email. Still must be approved by Provost, Chancellor and KU Senate, and will need to pass codes and vote.

#### Professional Development Chair – Debbie Forsyth

- Committee met last week. Mini Wheat Stat Tour scheduled on Stop Day, Friday, May 6<sup>th</sup> in Topeka. Will meet next Tuesday to finalize details. Question from senator on selection of participants, response will be to have two busses and if there is a tremendous demand, committee will look to prioritize those who have not previously attended. Current ideas on locations to visit would be the capitol, other destinations TBD. Will report at next meeting. Question from senator on aligning locations with diversity initiatives, response is possibly visit Brown v Board of Education.

#### Personnel Affairs Chair – Steven Levenson

- Info session for third shift employees is next Thursday at 11:00pm. Will discuss conceal carry on campus.

#### Public Relations Chair – Cody Case

- Elections taking place a month earlier than usual, in order to align with Student and Faculty Senates.
- PR committee has created flyer for nominations. Looking at all 45 seats to be replaced, and need high turnout for nominations. Will provide flyer to Steve Levenson for the info session for third shift employees next Thursday at 11:00pm.
- Booth at Leadership Summit. Thank you to Jami Jones for putting handouts together for the event.
- Survey on the Staff Senate website for nominations, 50 nominees so far, continue to nominate colleagues who show leadership skills.
- Question from senator. Approached by facilities staff who has moved from day shift to third shift, and the senator is concerned that third shift employees will not be able to participate in Staff Senate, in addition to retaliation from supervisors for this group that is already unrepresented. Response from Steve, 25-30 people are currently on third shift, there are discussions about moving custodial staff to mainstream time, due to lab access, etc. Previous move was done by senior management.
- Memo sent to Chancellor and interim Provost to inform that them that the Diversity Resolution passed. Vote on amendments to code will occur in new business today, thanks to the work of Dawn Shew & Precious Porras.

#### Elections Chair – Andy Jackson

- Two items in new business. Vote to amend Article V, Section 2 of the Staff Senate code, would update name of job family that is currently TBD. Vote to approve the Staggered

Term Procedure, would sort by total number of votes to determine length of appointment.

- Elections taking place a month earlier than usual, in order to align with Student and Faculty Senates. Requesting nominees, and will have two week window for voting. Will work with Steve Levenson to provide access to those who do not have access to computers.
- Question from senator on how participation in this Staff Senate will benefit reviews. Response in HRM system you can add additional improvement sections.

HRM – Ola Faucher

- No report

### Unfinished Business

President – Gun Survey results (handout)

- Results show a high participation in response. Published in LJ World, so this document can be provided to colleagues. No information beyond what was provided. Resounding no from all universities surveyed.

President – Tobacco Free policy statement (policy handout)

- HR would like the support of Staff Senate for the campus-wide tobacco free policy. Senator expresses concern that they do not agree with providing a statement of support when Staff Senate cannot even provide a statement concerning conceal carry on campus. Response is conceal carry is a state mandate (no control), and tobacco free policy is a university mandate (some control).

### New Business

President – Vote on Tobacco Free policy

- Liz Phillips moves to support the tobacco-free campus initiative, Steven Levenson seconds, calls for vote and secret ballot. Votes cast via paper ballots. 16 votes yes, 15 votes no, 3 abstained, passed 12:26pm.

Diversity and Inclusion – Vote to amend Article VIII, Sections 1F & 2 (add chair & standing committee)

- Vote for creation of diversity committee and chair passed last senate meeting, but needs to be reworded. Section 2 needs to be voted on as an amendment to the current code. Question from senator on funding this committee and chair. Response is committee would request funding, just like all other committees, from the general allotment for use. Greg Smith moves to approve amendment as written, Peter Haney seconds, no discussion, all in favor, none oppose, passed 12:29pm.

Elections – Vote to amend Article V, Section 2 of the Staff Senate code (handout)

- Amendment to the current code for renaming job family category from TBD to Administrative/Management. Andy Jackson motions, Liz Phillips seconds, no discussion, all in favor, none oppose, passed 12:31pm.

Elections – Vote to approve the Staggered Term Procedure (handout)

- Vote to approve the Staggered Term Procedure based on number of votes. Andy Jackson motions, Steven Levenson seconds. Discussion: senator asks about job family categories, response is they will be broken out within each job family; senator poses question on if there is a tie in the votes, response is would flip a coin on decision, which has been used in the past by senate for tie votes. Andy Jackson moves to have coin flip introduced to amendment, Greg Smith seconds. Discussion: question from senator on general information on staggered terms, response is this amendment is only for the transition document, which is only in use for this current year, and will not be used in

future years. Andy Jackson motions, Kevin Liu seconds, all in favor, none oppose, passed 12:35pm.

#### Legislative Affairs – Conceal Carry Statement

- Dawn Shew of Legislative Affairs committee proposes resolution which would express concerns of health and safety of staff having conceal carry allowed on campus. Believes that our staff should be heard, and the KBoR survey is the evidence needed to show that staff are not supportive of this state law. Andy Jackson seconds. Discussion: Senator makes statement that the expression is “weak,” Liz Phillips recommends that the vote be tabled for a later meeting to make the resolution stronger, requests clarification from senator what they mean by “weak,” senator responds “guns are bad.” Motion is still on the floor, Dawn reiterates that this resolution would be simply a strict statement of concern of staff if conceal carry is allowed on campus. All but one in favor, one opposes, passed 12:38pm. Dawn mentions that the verbage will be provided at the next meeting, to then be provided to university Governance.

#### President – Interim Treasurer

- Chris mentions that Paula Hinman is leaving the university and stepping down as Treasurer, and a replacement would only be needed for one month before the new elections. States that there is no committee for the Treasurer. Susan Shaw self-nominates. Paula will provide all financial information to Susan.

#### Call to Adjourn

Greg Smith motions, Tim Spencer seconds, all in favor, none oppose, adjourned 12:42pm

#### Upcoming Meeting Schedule

##### Executive Council

Wednesday, March 9, 2016, 12:00 p.m. – 1:30 p.m., Alcove G, 3rd Level, Kansas Union

##### Full Senate

Wednesday, March 16, 2016, 12:00 p.m. – 1:30 p.m., Malott Room, 6th Level, Kansas Union

Senators excused from meeting: Sarah Crangle, Mishelle Denton, Jane Gnojek, Jami Jones, Lisa Kreie, Margaret Mahoney, Anna Paradis, Precious Porras, Easan Selvan, Georgina Spear

Senators absent from meeting: Delores Barnard, Mike Denning

Revised 3/15 TS