



**Executive Council Meeting Minutes
Wednesday, April 13th, 2016
Noon-1:30 p.m.
Alcove G, 3rd Level, Kansas Union**

Call to Order

- 12:05 pm

Approval of Minutes

- Debbie Forsyth motions, Andy Jackson seconds, all in favor, none oppose, approved 12:05pm

Reports

President – Chris Wallace

- Thank you to all executive council members for their hard work this academic year.
- Met with Interim Provost Sarah Rosen. Spoke about transition. Parking fees increasing next year, another 5%. Will respond on info regarding non-reappointments. Ola states HR is compiling data.
- Met with SENEX. Spoke about conceal carry implementation. Hoping policy will be finalized by the summer with policy submitted to KBoR by September for approvals/updates. HR smoke-free campus policy currently has no timeline with implementation; administration has the policy and HR is waiting to see what they want to do.
 - Ola Faucher provided #s of university support staff still on campus. Currently at 608, and 183 are not covered by a Memorandum of Agreement (MOA), which relates to union bargaining. A statewide USS council approached KU Staff Senate and requested us to join with and assist in organizing the council's annual meetings. USS Senate left the council two years ago. All other higher education institutions have separate senates for UPS and USS, or fall under the university's faculty senate. It is in the Staff Senate code that we will participate. This discussion was sidelined during the other priorities this year (equity, diversity, conceal carry, smoking on campus, etc). Opinions expressed to amend the Staff Senate code. Historically, the previous state-wide USS council would meet twice a year with KBoR, but 1 ½ years ago it was decided that the meetings would take place with presidents/chancellor councils representing the USS members, which can only speak on behalf of the university, so this council requesting participation has lost significant power, as presidents/chancellors speak on their behalf. Opinion express that KU Staff Senate is better off working through school's president/chancellor. Will bring up with USS members of Staff Senate, under new business for next Wednesday's full Staff Senate meeting. If approved, will need to appoint members. Question by senator on whether or not this person(s) must be a senator, which will be discussed at next full meeting.

Secretary – Tim Spencer

- No report
- Will send out email to all chairs for a year-end summary report, stating what their committee accomplished this academic year, and suggestions for committee charges during the next academic year.

- Will contact Kathy Reed to obtain her previous laptop, an upgrade from the current Staff Senate laptop.
- Will send out transition meeting agenda to President and President-Elect for review of new business before sending out to full Staff Senate.

Treasurer – Susan Shaw

- \$1,724.15 remaining balance in general funds. Includes expenses for Mini Wheat State Tour.

Legislative Affairs – Dawn Shew & Precious Porras

- Dawn excused. No report.
- Chris Wallace needs final wording for the statement in support of the smoke-free campus policy and the statement against the conceal carry policy.

Professional Development Chair – Debbie Forsyth

- Mini Wheat State Tour has been arranged. 106 have signed up, exact capacity, and includes volunteers. MWST is considered a professional development work day, so there is no need to take vacation/sick leave. One participant has ADA needs, looking into adjusting for space. Waiting list has been arranged just in case of cancellations. Will need volunteers to assist with a head count on the bus.

Personnel Affairs Chair – Steven Levenson

- Excused. No report.

Public Relations Chair – Cody Case

- No longer with the university. No report.

Elections Chair – Andy Jackson

- Elections went well. Two job family categories are below seat count; support and research. Will backfill on first meeting under new business, once election chair has been nominated and approved. Overlooked nominating president elect in February. Proposes to send email to current and new senators, then at transition meeting will accept nominations for president elect. President-elect can be someone who is not a member of senate, but would need to join if approved. Opinion of preference for someone who is or was on senate, however any staff member can be nominated. Andy will send verbiage to Tim who will email all senators for their responses. Questions should be directed to Liz Phillips.
- Referencing Chris Wallace conversation on statewide USS council, Staff Senate will need volunteers for organizing both statewide USS and UPS council meetings. Idea of amending code before addressing volunteers. Proposal to amend senate code will occur after transition, as this is our year to be host for both councils, and the new Staff Senate should decide this. Historically, University Senate would provide funds to support these meetings (conference calls, etc). The chair of the USS council representing KU will need to be USS, and will directly work with Liz Phillips.

HRM – Ola Faucher

- Changes to vacation leave. Currently under review, will be submitted to KBoR governance committee on the 20th and then to KBoR in May. By May board meeting, KU will know if new vacation leave plan will be approved, which is likely. Biggest change is for USS employees. USS will get more vacation, and will equalize the balance limits between the two. Previously vacation leave was applied to all but two pay periods (the third pay period in a month would not apply vacation leave and generally the last two pay periods of the fiscal year would not accrue leave), but now leave will be applied to every pay period until a maximum fiscal year accrual of 176 hours is met. Both USS and UPS will be able to maintain a maximum of 304 vacation hours each pay period. Previously USS were able to move 40 hours of vacation leave if they were over their maximum accrual limits to sick leave at the end of the fiscal year, but this will no longer occur. UPS and USS will now have a 176 maximum accrual of vacation leave within a fiscal year. Once 176 hours are reached, staff will stop accruing hours for the given fiscal year, so when 176 is accrued, no further accrual will occur during the fiscal year.

- Sick leave not affected by new vacation leave proposal. Leave payout for retirement, sick leave will continue to have a maximum based on the chart provided on HR website. With a portion, and not all, paid out, staff have the option to donate their remaining sick leave hours to HR for distribution to other employees for the shared leave program.
- Fair Labor Standards Act (FLSA) establishes annual salary minimums. Staff must have that minimum salary to be salaried, otherwise they must be employed as hourly. Regulation in Office of Management and Budget (OMB) will distribute the information for implementation. The annual minimum salary currently proposed would be \$50,440, or \$970 a week. This proposed minimum is very expensive, there will be pushback nationally, as this proposed amount is nearly double the current minimum. Comment period to FLSA is currently open, 300,000 comments have been received so far, well above the usual amount of comments. In addition to the new salary minimum, a portion of law proposes an annual escalator clause, which will increase based on the consumer price index. Based on February numbers, 430 employees (about 330 with the revised figure) who would be affected by the new proposal (may reduce from salary to hourly), with the research post docs affected the greatest in terms of numbers, and the second would be student services area. If the United States Department of Labor follows the usual procedures, they will post the new register and designate the mandatory 60 day window for businesses to implement the changes. HR is hoping that this will be a graduated implementation beyond the 60 days. HR is talking with university leaders on the impact. Opinion is that this is an archaic set of timelines, and legislature can step in and push/change the implementation deadlines. Currently there is a bill to stop the entire newly proposed law. Effective date could be from May to July, but nothing is set in stone yet. If approved, the university could either increase an employee's salary or switch them to hourly, which would mean overtime eligibility. This new minimum would be a federal requirement. Will discuss with new business at the full Staff Senate meeting.

Faculty – Jonathan Mayhew

- No report

Unfinished Business

New Business

Call to Adjourn

Tim Spencer motions, Susan Shaw seconds, all in favor, none oppose, adjourned 12:55 pm

Upcoming Meeting Schedule

EXECUTIVE COMMITTEE (2016-17 STAFF SENATE)

Wednesday, May 11, 2016, 12:00 PM - 1:30 PM, English Room, 6th Level, Kansas Union

FULL SENATE (2015-16 & 2016-17 STAFF SENATES)

Wednesday, April 20, 2016, 12:00 PM - 1:30 PM, Malott Room, 6th Level, Kansas Union

Excused from meeting: Dawn Shew, Steven Levenson

Revised 5/11/16 TAS