



**Executive Council Meeting Agenda
Thursday, November 10, 2016
Noon-1:30 p.m.
Alcove G, 3rd Level, Kansas Union**

Call to Order

Approval of Minutes – October 12, 2016

Approval of Minutes – September 15, 2016

Reports

President – Elizabeth Phillips

Secretary – Deb Deering

Treasurer – Michelle Hayes

- We have had no additional expenses since KBOR USS Classified Council meeting from August. General funds balance remains \$4559.55
- The anticipated FY17 budget reduction of \$53.23 is not yet reflected in DEMIS. After that posts, the balance will be \$4506.32.
- Although Professional Development awards were given, no expenses have been submitted (which is normal).

Diversity/Equity Chair – Michael Chavez

Legislative Affairs – Robert Waller

Professional Development Chair – Tanya Spacek

Personnel Affairs Chair – Annette Delaney

Public Relations Chair – Chris Wallace

Elections Chair – Andy Jackson

HRM – Ola Faucher

Faculty – Amalia Monroe-Gulick

Student – Ryan Billups

Unfinished Business

12 Common Books donated by Provost Office; will be given at the Senate meeting on 11/16

New Business

Call to Adjourn

Next Meeting Schedule

EXECUTIVE COMMITTEE

Wednesday, December 14, 2016, 12:00 PM - 1:30 PM, Alcove G, 3rd Level, Kansas Union

FULL SENATE

Wednesday, October 16, 2016, 12:00 PM - 1:30 PM, Simons Lab Auditorium, 2093 Constant Ave (864-3751)

Absentees:

Michelle Hayes



**Executive Council Meeting Agenda
Thursday, October 12, 2016
Noon-1:30 p.m.
Alcove G, 3rd Level, Kansas Union**

Call to Order

CALLED TO ORDER AT 1202 HOURS

Approval of Minutes - Still working on these, excuse the delay.

DEFERRED UNTIL NEXT EXEC MEETING

Reports

President – Elizabeth Phillips

PLEASE GET YOUR COMMITTEE REPORTS TO DEB AS SOON AS YOU CAN SO THAT THEY CAN BE INCLUDED WITH SENATE MINUTES. ALSO KEEP BRIAN AND LIZ IN THE LOOP ON MEETINGS.

- 1) DRAFT WEAPONS POLICY HAS BEEN POSTED
- 2) CHANCELLOR SEARCH – UNIVERSITY GOVERNANCE HAS ASKED TO BE INCLUDED
- 3) PROVOST MEETING SCHEDULED FOR 10/13/16 AT 1030A
- 4) SENATE MEETING WILL HAVE
 - A-HR REPORT FROM OLA
 - B-UNITED WAY

Secretary – Deb Deering

NO REPORT

Treasurer – Michelle Hayes

- As of 10/10/16, the balance shows the same as last month - \$4,559.55
 - MOVED TO ACCEPT BY MICHAEL CHAVEZ
 - SECOND BY ROBERT WALLER
 - APPROVED

Diversity/Equity – Michael Chavez

- 1) HAD TO CANCEL MEETING DUE TO WORK CONFLICTS/LOAD
- 2) QUESTIONS ASKED ABOUT 'FREE SPACE' AND COMMITTEE CONCERNS
- 3) Committees are subject to OPEN MEETING/KORA and could even be recorded by attendees.
 - a- Suggestion made to have concerns brought to the chair if people were uncomfortable with having this name associated with a concern or topic

Legislative Affairs – Robert Waller

- 1) VOTER REGISTRATION BOOTHS ON 10/6 & 10/13; JAYHAWK WALK 10A-3PM KS UNION. LIZ WILL SEND OUT EMAIL
- 2) JAMIE SHEW (DGCO clerk) SPOKE AT MEETING
- 3) QUESTION ABOUT ASSISTANCE WITH A DAY FOR STAFF TO WORK THE POLLS. OLA FAUCHER REMARKED IT COULD BE DONE AND NEED TO BE TAKEN TO PROVOST.

Professional Development Chair – Tanya Spacek
Absent – No report

Personnel Affairs Chair – Annette Delaney

- 1) REPORTED MINUTES WOULD BE SENT TO DEB
- 2) ASKED ABOUT GETTING THE RECENT FSLA/RECLASS INFORMATION ON THE HR WEBSITE TO HELP WITH QUESTIONS.
- 3) COMMITTEE IS ALSO TALKING ABOUT A PAID ‘VOLUNTEER’ DAY FOR ALL STAFF.
- 4) LIZ REPORTED THAT THE MAIN SENATE TOPIC FOR NOVEMBER WILL BE ACTIVE SHOOTER INFORMAITON

Public Relations Chair – (VACANT)

ALL EXEC BOARD ASKED TO FIND AT LEAST ONE TO NOMINATE

Elections Chair – Andy Jackson

- 1) COMMITTEE WILL MEET STARTING IN JANUARY TO DO THE CENSUS
- 2) ALL POSITIONS FILLED
- 3) WILL BE SENDING OUT AN EMAIL REMINDER ABOUT PR CHAIR

HRM – Ola Faucher

- 1) STAFF ASSISTANCE COMMITTEE IS STARTING UP
359 POSITIONS AFFECTED BY THE RECENT FLSA RULING ABOUT EXEMPT/NON EXEMPT AND PAY LEVELS. Training sessions offered to staff changing to hourly and their supervisors listed in Talent Development system.
- 2) GRADUATE STUDENT HEALTH PAYMENTS
-IRS SAYS NO SUBSIDIES EFFECTIVE 8/1/17
-WORK GROUP BEING SET UP
- 3) 5 NEW **or REVISED** POLICIES BEING WORKED ON (Change per Ola)
-NON REAPPOINTMENT
-GRIEVANCE
-EVALUATIONS
-(2) APPEAL

Faculty – Pamela Keller
NO REPORT

Student – Ryan Billups
NO REPORT

Unfinished Business

NONE

New Business

NONE

Call to Adjourn

BRIAN MOSS

2ND BY ANNETTE DELANY

ADJOURNED 130PM

Next Meeting Schedule

EXECUTIVE COMMITTEE

Wednesday, November 9th, 2016, 12:00 PM - 1:30 PM, Alcove G, 3rd Level, Kansas Union

FULL SENATE

Wednesday, October 19, 2016, 12:00 PM - 1:30 PM, Big 12 Room, 5th Level, Kansas Union

ABSENT:

DEB DEERING

MICHELLE GINAVIN-HAYES

TANYA SPACEK



**Executive Council Minutes
Thursday, September 15th, 2016
Noon-1:30 p.m.
Regionalist, 5rd Level, Kansas Union**

Call to Order

Elizabeth Phillips called the meeting to order at 12:02pm

Approval of Minutes

One clarification from Ola Faucher for the minutes. Motion to approve the changes that Ola provided approve by Robert Waller, second by Annette Delaney, all in favor, no oppose. Motion to now approve minutes as amended by Michael Chavez, second by Robert Waller, all in favor, no oppose. Minutes approved.

Reports

President – Elizabeth Phillips

Elizabeth Phillips noted that they attended the KBOR meeting yesterday. They gave reports on the different topics such as guns, smoking on campus and others, then the Chancellor and the Faculty senate discuss this topics. The biggest topic was that the classified staff have not received a merit or a cost of living raise since about six years ago however the cost of living, insurance and parking have increased. The chairperson didn't speak at all during the meeting when everyone presented their report until they asked, do you really have to pay to park? They were either appalled or amazed that we have to pay to come to work. This was really the one question that they raised while we were there.

The other thing that got brought up was the governor's statement about the classified employee issues which only one thing involves us and that is shared leave. They did get the clarification on the working after retirement issue. You can keep drawing your KPERS if you stay under \$25,000 or if you go over, you just stop drawing on your KPERS.

Brian Moss added that they ask the legislators to not make any more cuts to our budget and if possible to restore our \$30 million dollar cut to our educational budget.

Secretary – Deb Deering

No report

Treasurer – Michelle Hayes

Michelle Hayes reports that they spent for the KBOR expenses of \$142.45, starting balance for FY 17 is \$4,702.00 leaving a balance of \$4,559.55 as of September 14, 2016. She got an email from Kathy Reed stating there will be a reduction of \$53.00 that will reflect FY 17 budget cut. That now brings our total to \$4,506.55 in our general fund and there is a \$1000 from the Provost's office for the professional development and we still have not hear from HR if they will have the \$500.00 to contribute as well. We did learn that there is no budget in FY 18 from the Provost office for professional development. We will just have to ask, then see.

Motion to approve treasure's report, Jana Tuttle approved, it was seconded and all approved, no opposed. Treasure report approved.

Legislative Affairs – Robert Waller

Robert Waller stated that they had met on August 26th. The committee wanted to focus on voter registration and how to get the information out. They were going to try to use the Climate Control, the Mike Rounds survey, along with gun issue how it would affect you. It was discouraged since some of the same questions would be address in that survey. They will have Jamie Shu from the Douglas County clerk's office at their next meeting to discuss voter registration from a non-political side. Registration cut off for Kansas this year is October 11th.

Day on the Hill is a day when committee members along with Legislative affairs members would go to the capitol and discuss issues of concern which has not been happening the last couple of years. They will work with the other committee and figure out when and where and develop it from there. They are hoping to have all the university in the regency join together all on day and hope that it will have more of an impact then each school going separately.

There has been a question as to when someone from KU goes to the capitol, do they use personal time or KU time. Ola Faucher stated it depends if you are going as a representative of KU on their behalf or as part of a senate group or something different. This is something that we will need to look into more.

Professional Development Chair – Jana Tuttle

Jana Tuttle reported that they met on August 30th. They discussed the Professional Development award. They only have \$1000 this year and we have \$500 posted as the amount we can award up to but this might be too high this year. They would like to be able to help more but they don't want it to small that is would not be a benefit. They did discuss the option to have two award period which has not been done in the past year. This way we can award what we have now and if we get funds from HR then we can award them then.

The second thing they talked about was promoting the Professional development opportunities. They had an idea to update the Staff Senate website to have a resource for the Professional committee to have information readily available in regards to different professional opportunities for the staff. We could share sites.

The Mini-Wheat State tour, as you know we don't have a lot of money this year so we were thinking of keeping it local and maybe learning a little more about KU. Like visit west campus or some of the research center on Wakarusa or maybe something in Lawrence.

They also had ideas for things we could do for close to free include a brown bag lunch series with invited speakers from throughout KU, or walk-and-talk events.

Diversity/Equity Chair – Michael Chavez & Precious Porras

Michael Chavez noted that they had their first meeting on September 1st. It was a very well attended meeting. Our first thing was trying to figure out where everyone stood on their social justice education, levels and how they overlap and how they can make this a cohesive committee.

Secondly was space and I wanted to bring this to this committee to see how much risk is involved with in terms of being in a safe space to discuss things and topics that are happening on

campus as part of staff senate. Liz mentioned that they would need to defer to OMA. Precious mentions that this committee has the ability to do what it needs however if they think something might be risky, it should be brought to this group for review.

They talked about having information assessable to everyone like my community or even Facebook, like the Professional Development committee would.

They started to talk about training for everyone. The HR is development a culture compincy module is what they hear and they would like to see how it looks. They would like to know if it is set in stone or can any adjustments be made. Ola Faucher did mention that these type of things are made up by a committee and not an individual.

They also talking about what they would like to work on and accomplish with this committee. They are discuss ideas of creating work group to handle some of the suggestions brought up.

Lastly, the Climate Survey and how important it is to be represented in this and to share this with their coworkers. At our next meeting the committee will review the DEI report.

Personnel Affairs Chair – Annette Delaney

Their first meeting is scheduled for Monday, September 19th and have around 27 members.

Public Relations Chair – (VACANT)

Need to fill position

Elections Chair – Andy Jackson

Andy stated that he will send out an email asking for nominations for the Public Relations Chair. They have not met as of yet. Andy ask if the senate could provide charges or ideas for this committee. He viewed this position as more as an administration duty than committee. Andy mentioned that he would reach out to the faculty & student senate and see how they do things.

HRM – Ola Faucher

Ola Faucher mentioned the Staff Assistant's fund and hoping that they have it altogether to announce it next week. They now have a date for KU to go tobacco free will start in Fall 2018.

Faculty – Pamela Keller

Absent no report

Unfinished Business

None

New Business

Brian Moss asked a question in regards to temporary employee and if they are represented by this governance. Ola stated that regular unclassified staff are but temporary staff are not.

Liz reminded everyone that we will be in the Hadl auditorium for our next full staff senate meeting. The Provost will be there as well.

Call to Adjourn

Motion to adjourn the meeting approved by Robert Waller, second by Jana Tuttle, all in favor, no oppose. Meeting adjourned.

Excused:
Michelle Hayes