

# KU THE UNIVERSITY OF KANSAS

## Support Staff Senate

Spring 2010 Newsletter

### News from HREO

This is a reminder inviting you to represent KU as a participant in the 2010 Kansas City Corporate Challenge (KCCC). We are pleased to have received such a great response so far and want you to consider participating also! If you have already signed up, please encourage others in your department to register as well. There truly is something for everyone, including an opportunity to get points for KU's team by volunteering!

**The deadline to register is Wednesday, April 15 by 5 p.m.** To learn more about KCCC and to see a complete list of events visit [www.kccorporatechallenge.com](http://www.kccorporatechallenge.com). If you have already signed up for the KCCC, more information about your individual events will be coming soon! If you have specific questions please email [benefits@ku.edu](mailto:benefits@ku.edu)

**New Participants:** Please visit [www.kccorporatechallenge.com](http://www.kccorporatechallenge.com) and click on the "Challenge Manager" icon on the right side of the web page. Once in "Challenge Manager", you will need to create a profile. The link for "create profile" is on the left side. Within "create profile", select University of Kansas and enter our password which is **ku7632**. After you have created your profile, sign the electronic waiver, and choose the events that you are interested in. You can sign up for as many or few events as you would like. However, for some events the KCCC limits the number of competitors – thus, tryouts/time trials may be required.

**Returning Participants:** If you participated in the KCCC last year and are interested in joining the KU-KCCC team again this year, you will need to update your profile. Your waiver and specific event information will not carry over from the previous year, so it is important that you resubmit this information. Using your login information from last year, log into the Challenge Manager site at the website listed above and update your contact information, waiver, and events.

Thanks and we hope to have you as a KU-KCCC team member!

### Nominations for University Support Staff Senate

Enclosed you will find a Nomination Form for the University Support Staff Senate (USSS) for FY 2011, and the Preference Form for the University Support Staff Committees and University Committees. Members are elected to serve two year terms, beginning at the first full senate meeting in May. The Senate meets on the second Wednesday of each month from 10:30 a.m.—12:00 p.m. The Executive Board, which is made up of the President, Vice President, Secretary, Treasurer, EEO Representatives and Committee Chairpersons, meet on the first Wednesday of each month from 11:30 a.m.—1:00 p.m.

EEO Categories and job titles are on the second page of the newsletter. If you are interested in being a member, or know someone who is, please complete the enclosed form and return it by April 15th, 2010 to:

University Governance  
33 Strong Hall.

Anyone classified as Support Staff can sign up for USSS and Committees. Some university committee positions are appointed by the USSS President, and some by the Provost from recommendations by the USSS President. Further information on the work of these committees and boards can be found on the Support Staff website at: [http:// www.uss.ku.edu](http://www.uss.ku.edu) .

#### Inside this issue:

- News from HREO, KC Corporate Challenge -pg 1
- Nominations for new Senate members and committee selection take place in May (see info pg 1) — nomination form included, nominate yourself or someone you know— pg 2.
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# Nominations for University Support Staff

Membership on the University Support Staff Senate and Committees gives voice to the many issues affecting the University's support staff employees. Please fill out the form below and return it to the Governance Office, Room 33 Strong Hall.

Members elected to the University Support Staff Senate serve two years, beginning at the first full senate meeting in May. The Senate meets on the second Wednesday of each month from 10:30 – 12:00. The Executive Board, which is made up of the President, Vice President, Secretary, Treasurer, EEO Representatives and Committee chairs, meet on the first Wednesday of each month from 11:30 – 1:00. EEO categories and job titles are listed below. If you're interested in being a member, or know someone who is, please complete the following information and return it by April 15, 2010 to: University Governance Office, 33 Strong Hall, or call 864-5169.

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Job Title: \_\_\_\_\_

Category: (see information on the following page) \_\_\_\_\_

Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

Are you nominating yourself or a co-worker? \_\_\_\_\_

## Professional/Non-Faculty Representative

Accountant	Human Resources Specialist
Accountant Senior	Human Resources Specialist Senior
Accountant/Buyer Manager	Information Resource Specialist
Administrative Professional	Management Systems Analyst
Administrative Professional Senior	Museum Specialist
Dietitian	Procurement Specialist Senior
Engineering Specialist	Procurement Specialist

## Secretarial/ Clerical Representative

Administrative Associate	Library Assistant
Administrative Associate Senior	Library Associate
Communications Specialist	Payroll Benefits Specialist
Communications Specialist Supervisor	Store Keeper

## Technical/ Paraprofessional Representative

Audio Visual Technician	IT Supervisor
Computer Technician	Licensed Practical Nurse
Computer Technician Senior	Network Service Technician
Electronic Control Systems Specialist	Operations/Laboratory Technician
Electronics Technician	Radiologic Technologist
Electronics Technologist	Research Technologist
Engineering Technician	Systems Software Analyst
Equipment Planning Technician	Technology Support Consultant
Geologist	Technology Support Tech
Graphics Specialist	Technology Support Tech Senior
Instrumentation Technician	

## Skilled Crafts Representative

Boiler Operator	General Maintenance Worker, Senior
Boiler Operator Senior	Lock Systems Specialist
Building Systems Specialist	Lock Systems Specialist, Senior
Facilities Specialist	Mason
Equipment Mechanic	Painter
Equipment Operator	Painter, Senior
General Maintenance Worker	Plumber
Skilled Trades Manager	Plumber, Senior
Skilled Trades Supervisor	HVAC Specialist
Carpenter	HVAC Worker
Carpenter Senior	HVAC Worker, Senior
Electrician	Welder Senior
Electrician Senior	

## Service / Maintenance Representative

Animal Science Worker	Safety & Security Officer
Custodial Supervisor	Safety & Security—Parking
Custodian	Safety & Security—Public Safety
Food Service Supervisor	University Police Sergeant
Food Service Worker	University Police
Landscape Supervisor	University Police Specialist—Detective
Landscape Worker	University Police Captain

## Preferences for University Support Staff Membership on FY 2011 University Support Staff Senate Committees and University Committees

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Name	Department	Phone # and Email address
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Please indicate the committees and boards on which you wish to serve. Return this form to University Governance, 33 Strong Hall, [govern@ku.edu](mailto:govern@ku.edu) by April 15, 2010. If you choose to serve on a University Support Staff Senate committee, the chairperson of that committee will contact you regarding meeting dates and times. If you choose to serve on a University Senate committee\*, you will be notified if you've been appointed.

**University Support Staff Senate Standing Committees (1-year terms): all Support Staff is eligible to serve on five Support Staff committees. For descriptions of these committees, see <http://www.uss.ku.edu/committees.shtml>.**

- Elections
- Communications
- Personnel Affairs
- Legislative Affairs
- Information Access and Public Relations

**\*University Committees\*:** for descriptions of these committees, see <http://www.uss.ku.edu/univcomm.shtml>.

**University Senate Standing Committees (3-year terms)**

- Academic Computing and Telecommunications
- Academic Policies and Procedures
- Athletic
- Calendar
- International Affairs
- Libraries
- Organization and Administration
- Planning and Resources
- Retiree Rights and Benefits



**University Boards & Commission**

- Judicial Board – 3-year term
- Parking Commission – 3-year term
- Library Appeals Board – 2-year term
- Disciplinary Action Hearing Board – 3-year term
- Transit Commission – 3-year term

**University Committees**

- University Support Staff Work Group – 3-year term
- United Way – 1-year term
- Employee Recognition – 4-year term

\* Some university committee positions are appointed by the University Support Staff (USS) Senate President and some by the Provost from recommendations by the USS Senate President. By filling out this form and returning it to the Governance Office you are informing the USS Senate of your interest in serving on certain university committees but, due to the limited number of USS positions on most committees (usually only one), it may not be possible to appoint everyone to the committees of their choice. Still, unexpected vacancies may occur and your preferences will be consulted in that event.

## Tips for Spring:

After completing your nomination forms, please fold, fasten and return all pages, by campus mail to:

**University Support Staff Senate**  
**33 Strong Hall**  
**1450 Jayhawk Boulevard**

- Replace furnace filter; clean your kitchen exhaust hood fan and filter.
- Check or replace the battery in your fire alarms.
- Design a severe weather drill for your family.
- Check you lawn mower, have blades sharpened ; clean around the air compressor unit (*outside*) and have a professional inspect or repair your air conditioner, if necessary.
- Clean clothes dryer exhaust duct, outside damper, and the space under your dryer.
- Clean bird feeders and baths, disinfect with a mild bleach solution. (*1/4 cup bleach to 2 gallons warm water*) Rinse and dry thoroughly before filling them.
- Clean gutters and downspouts.
- Check water supply hoses for the washing machine for bulges, and replace any old or cracked hoses.
- Clean the deck or patio and outdoor furniture.
- Store winter clothing and coats; once they are clean, store them in a cool, dark and dry area or container.



**We're on the Web:**  
[www.uss.ku.edu](http://www.uss.ku.edu)

## Staff Appreciation Night from Friends of the Theatre



### Enjoy the Premier of "Anything Goes"

Friday, April 23, 2010  
 7:30 p.m.  
 Staff Appreciation Reception begins at 6:30 p.m.  
 Employees can purchase a ticket for half price or \$10.00, by calling the University Theatre Ticket Office 785-864-3982.  
 Questions?  
 Call 785-864-2695

*Friends of the Theatre* wants to say "Thank You" to KU staff members. All University staff members are invited to a special reception and the opening night performance of the musical, *Anything Goes*, on Friday, April 23.

The reception gets underway at 6:30 p.m. in the Murphy Hall Exhibition Gallery. Curtain time for the show is 7:30 p.m.

*Anything Goes*, with music and lyrics by Cole Porter, a book by Guy Bolton, PG Wodehouse, Howard Lind-

say, and Russel Crouse, is the longest running musical of the 1930's. A lively, romantic story set on a luxurious ocean liner heading for England, this musical features such classic hits as: *I Get a Kick Out of You, Blow, It's De-Lovely, Anything Goes, Gabriel, and All Through the Night*.

Directed and choreographed by John Staninunas, the musical features music by the KU Symphony Orchestra, conducted by David Neely.

For this performance, KU staff can receive a \$10.00 (half-price) ticket or a FREE ticket if you join *Friends of the Theatre!*

To take advantage of this special offer, just call the University Theatre Ticket Office at 785-864-3982, and identify yourself as a staff member. Be sure to RSVP for the reception being held for staff when you call.

If you have any questions, feel free to contact Katherine Pryor at 785-864-2695 or [kpryor@ku.edu](mailto:kpryor@ku.edu).

