

MINUTES
CLASSIFIED SENATE
August 12, 2008

The Classified Senate met Tuesday, August 12, 2008, at 2:30 p.m., in the Trails Room, Memorial Union.

1. Call to Order: The meeting was called to order by President Marcia Tacha.

2. Roll Call

Members present: Senators Barb Bieker, Mark Grieve, Amy Klein, Rod Leiker, Charlene Lix, Lisa Morgan, Janice Napell, Michelle Schlyer, Marcia Tacha, Amie Wright and alternates, Randy Kitzman and Roger Weigel.

Members absent: Donna Augustine, Jim Dechant, Niki Dinkel, Linda Garner, Bruce Heath, and Gloria Pfeifer.

3. Approval of Minutes

A motion to approve the July 8, 2008, meeting minutes, with changes as noted, was made by Senator Schlyer. The motion was seconded by Senator Wright and the motion carried.

4. Old Business

A. President's Cabinet Meeting

President Tacha reported that the President's Cabinet Meeting was held on July 9th. Out of 11 items on the agenda, 4 contained pertinent information for classified staff.

1. All future employees will undergo criminal background checks. The information will be posted in job announcements and the finalists for the position will be checked.
2. Budget recommendations for cutbacks were requested by the governor. Departments are asked to cut back as much as possible.
3. There will be a different harassment and discrimination training that new hires will go through as part of their orientation.
4. Energy conservation was also discussed. There is the possibility of trying a 4 day work week next summer with work days being 10 hours long.

B. Distribution of Pens for 5-Year Employees

Pens will be distributed to Shirley Bader in Student Fiscal Services and John Flaherty in Wiest Hall Maintenance. It was decided that a pen would also be distributed to Laure Gross who reached her 5 year status as she was changing to an unclassified position.

C. Fiscal Year 2010 Position Paper

Members present reviewed the first draft of the FY 2010 position paper for FHSU and discussed changes to the wording of the draft. Amy Klein moved and Mark Grieve seconded that the FY 2010 position paper be approved with the discussed changes. Motion carried.

5. New Business

A. Kansas Council of Classified Senates Meeting, September 9, WSU

President Tacha reported that a meeting was scheduled next week for Senate presidents before the KBOR meeting. Since President Tacha will be unable to attend, she will forward any comments from FHSU before the meeting. Let President Tacha know if you think that there is something that should be presented to the KBOR.

B. Holiday Schedule

President Tacha thanked everyone for responding with input from their constituents on the possibility of the university remaining closed on January 2nd. She reported that the administration has decided to remain closed on Friday, January 2, 2009.

C. New Performance Review System

Handouts were provided outlining the new Performance Review System for the State of Kansas as well as a copy of the proposed Review form. Senators brought up employee concerns about what the employee should do if they do not agree with the evaluation. Do they sign the evaluation or not? Could a procedure be outlined for employees? It was determined that we should invite Tom Kuhn to our next meeting and everyone should bring their questions to the meeting so that Tom can provide some better answers.

D. Fall Convocation

All classified staff members are being granted leave to attend the Fall Convocation this year. This is the first year that we have been invited. President Tacha encouraged all senators to attend and to encourage their constituents to attend as well.

6. Treasurer's Report

Secretary/Treasurer Lix reported the following balances: Foundation Scholarships, \$814.80 and OOE, \$232.98.

7. Committee Reports

Orientation: Senator Garner was absent but sent the Orientation Committee Report to Secretary/Treasurer Lix. It was reported that welcome letters have been sent to Nathaniel Lang, University Police Officer, and Christine Hunziker, Sr. Admin. Assistant, Academic Advising. Robert Rajewski, Network Service Tech II, Telecommunications and Grant Pfannenstiel, Univ. Police Officer have separated from the university.

Legislative: President Tacha reported that she has invited Debra Prideaux to attend our next meeting to provide updates.

Social: Sympathy notes were sent to Christie & Curt Brungardt on the loss of their daughter, Jana Mackey; Janet Batman on the loss of her mother-in-law, Edna Batman; Mick Bollig on the loss of his father-in-law, Al Shoemaker; and Mike Barnett on the loss of his mother Darlene Barnett..

Scholarship: Senator Schlyer reported that Elaine Driscoll would be sending an e-mail with the application information. Applications are due on Monday, August 25, 2008.

8. Announcements

Mark Grieve's alternate is Randy Kitzman.

The next meeting will be on Tuesday, September 9, 2008, at 3:30 p.m., in the Trails Room, Memorial Union.

9. Adjournment

There being no further business, Senator Bieker moved to adjourn. The motion was seconded by Vice-President Klein and the motion carried. Meeting adjourned.

Submitted by Charlene Lix
Secretary/Treasurer