

Staff Senate Report for February 2020 Meeting

Committee Reports

Budget, Finance & Fundraising – Jeannine Jones: still working on fundraising ideas such as fundraising cards, suggestion to give in honor of those staff who have left KSU for other jobs; spoke with Brusters Ice Cream to do Scoops for Dollars fundraising campaign on both campuses, they take small percentage for supplies and rest goes to Staff Senate Scholarship, also talking to Braves about discounted tickets for staff (less than \$20), also talking to GA Aquarium discounts for summer months

Bylaws – Bill Bradshaw: new committee leadership, trying to change language of staff senate representation for new departments that have 1 or 2 staff members

Communications – Kelli Tracy: staff senate website being updated with new pictures, etc.

Staff Development & Recognition – Anna Traykova: just had good first meeting with HR to create a Staff Professional Development Week next year, when have shell of proposed agenda will bring it to the Staff Senate; still working on a process for Staff Awards and will have something for Senate to vote on by end of this semester

KSU Committee – Staff representative reports

USG Staff Council Quarterly meeting: presented new wellbeing program with new platform and app – needs new username/password; VP of HR discussed USG budget based on governor's reduction requests; healthcare costs based on economic costs of health issues such as pain killer addictions; bereavement leave not offered to any state employees, all just use sick leave or annual leave; discussion to extend TAP to dependents but it conflicts with state gratuities policy

KSU University Council met for the first time in a while, generated a list of action items to think about, nothing accomplished

Old Business

Karen McDonnell, Assistant VP of Human Resources/Chief Human Resource Officer for HR roundtable discussion to address staff concerns

-How can HR support Staff and vice versa: HR tries to send leadership member to every Staff Senate meeting, maybe can also provide HR report each month or provide an article in the monthly HR newsletter, looking into open sessions for OneUSG help like travel's First Fridays

-Questions

1. Staff contacts their HR specialist and don't hear back. How long should response take? 24 business hours for a response of some kind by phone or 48 business hours by email. Please give manager name of specialists. HR looking to move specialists to college/unit so they are more accessible. HR can share regular schedule so that staff knows when the specialists are available.

2. Do managers on campus receive mandatory management training? Not at this time, but a management orientation is being used for new management hires to KSU since September and going forward. And a new class is being developed for those who have never been managers before.

3. Why aren't managers required to be performance analyzed by their subordinates? No current digital system to do that currently, it is suggested to all managers, but not yet mandated. USG working on improvements.

4. Hiring process: when do you have to interview and when are promotions just passed through? If adding a minor amount to an existing job then reclassification, not posting required. If adding significant duties, then interview can be used. No existing policy on this, working to write policy on it.

5. When will new pay bands be publicly released and used? External validation required by USG almost done, then will roll it out – hopefully next 4-6 weeks. What about salary inversion? Had to hire in market competitive salary rates but hope to bring everyone else up into the pay bands and over long term to competitive market rate, which is dependent on state budget. Anyone below minimum of a pay band will be brought into the minimum all at one time. Then, getting to competitive market rates is still in process and needs funding. HR looking into several things to boost community and morale on campus, too: teleworking, community groups, non-salary benefits.

6. How will HR address pay band issues where staff is at the cap of the pay bands? Not very many people there, and right now HR does not plan on capping anyone's salary or taking money away, if cap goes into play in the future it will be announced and addressed.