

**EMPORIA STATE UNIVERSITY
CLASSIFIED ASSEMBLY MEETING**

Tuesday, December 09, 2008

9:00 a.m.

Sauder Alumni Center

Minutes

Attendees:

Connie Baumgardner, Donna Breshears, Debbie Eagan, Kim Gaines, Jacqueline Lutz, Mike Mercer, Chris Parks, Taimé Pitchford, Janet Rees, Shari Scribner, Kathy Stayskal and Kara Wolford

Call to Order at 9:00 a.m.

Donna Breshears

Guests Present:

John Dougherty
Judy Anderson

Approval of November 10, 2008 minutes

Minutes were reviewed and it was noted that all areas were represented at the November meeting with the exception of Connie Baumgardner.

Human Resources Report

Judy Anderson

Judy reported on the status of the Performance Review System - the Division of Personnel Services representative acknowledged that town hall meetings are being planned for the Emporia area in January. The new system will be put in place in FY2010, however, pay will not be tied to the system until FY2011. ESU's new Assistant Director of Human Resources, Teresa Lee, will attend "Train the Trainer" sessions and will then train supervisors.

Legislative Liaison

John Dougherty

John reported that November tax receipts are down and KPERS portfolio dropped 27 percent (planned COLA is postponed). The pay plan implementation will most likely not go forward this fiscal year. President Lane shared that ESU's initial plan is to leave positions unfilled and defer planned maintenance.

Position Paper

Donna Breshears

Taimé and Donna will meet Thursday, December 11, at 2 pm for a conference call with other Regents' institutions to discuss the proposed Classified Position Paper (considering recent economic conditions). Phase II of the pay plan will likely be deferred until funds are available.

Reports

Newsletter (Janet Rees, Mike Mercer) – Minutes will be posted to the website

Membership (Chris Parks, Debbie Eagan) –all positions filled

Seminar (Jackie Lutz, Kathy Stayskal) –Plans for Risk assessment presentation by CARE Committee this spring

Campus Affairs (Connie Baumgardner, Shari Scribner) –Plans are underway for the Kansas Day event on January 29th (classified employee drawings and lunch). Roger Heineken has again agreed to assist with trivia questions. Fliers and other communication will be forthcoming after the holidays.

Legislative Affairs (Taimé Pitchford, Donna Breshears) –Legislative Day will be attended on Tuesday, January 27th. Eight persons may attend and any committee members wanting to participate should request administrative time through their supervisors and HR. Let Donna and Taimé know if you are interested so they can arrange transportation.

Scholarship (Kara Wolford, Kim Gaines) –will begin working on this project in January.

New Business

President Lane will speak to the Classified Assembly at the next meeting rescheduled for 9 am on January 20th at the PKP Room.

Taimé is soliciting creative ideas for the development of morale boosters. Several ideas were presented and briefly discussed. If anyone has suggestions, please notify her (including wacky and off-the-wall ideas).

Taimé suggested the display case at Public Affairs and Marketing is available for posting classified subject matter.

Open Forum

Question regarding tuition waivers for children and dependants – John Dougherty said the Regents will be looking at this.

Suggestion to consider increasing individual scholarship amounts (with an expected raise in tuition). Also, discussed fund raising endeavors for scholarships.

Adjourned at 10:00 a.m.