University Support Staff: Exploring the Options

Alternative Service Committee
Town Hall Meetings
Fall 2013
Thank You to the Alternative Service Committee!

- Randy Sessions, Chair
- Angela Linder, Co-Chair
- Jeanne Patton, Secretary
- Emily Stephens, Marketing
- Ellen Abbey
- Brenda Achey
- Michelle Barger
- Nick Beech
- Frankie Brown
- Matt Clatfelter
- Renea Goforth
- Mary Herrin
- Wanda Holt
- Matt Johnston
- Joe Kleinsasser
- Maria Lucas
- Cheryl Miller
- Robbie Norton
- Sheryl Propst
- Stacy Salters
- Hercilia Thompson
- Micah Thompson
Town Hall Agenda

What is ASC?

Statute

Key Issues

Q & A
What is Alternative Service Committee?

- WSU Employees, Classified & Unclassified
- Research the option to move out of state civil service (current system)
- Vote in Spring 2014
- Visit wichita.edu/asc for meeting dates/times
- Developing a proposal for a new employment system for classified employees
Kansas Statute 76-715a (University Support Staff)

- “Shall retain all health and flexible benefits, leave and retirement benefits”
- ASC shall develop a plan for a system of administration for WSU
  - Includes “personnel policies/procedures” and “disciplinary and grievance process”
- No salary reduction or layoff of classified employee as result of conversion
- Nothing shall affect the representation rights of collective bargaining organizations
Key Issues

• Appeals & Discipline
• Compensation & Pay
• Layoffs & Furloughs
• Performance Evaluations
• Policies & Agreements
Appeals & Discipline

Brenda Achey, Chair
Grievance Process Chart

U.S.S. Grievance Process

Discussion between employee and supervisor → Discussion between employee and higher level supervisor → Discussion between employee and Associate Director of Human Resources

Pre Hearing → Review Period
Within 15 working days, committee reviews matter

Hearing
Within 5 working days, official recommendations given to HR and EEO with copies to grievant and respondent

Grievance Committee
Forms within 5 working days

Grievance Resolution
Within 10 working days, written decision given to grievant and respondent

Within 20 working days, the Vice President’s final decision will be given.

Within 10 working days, appeals may be made to the Vice President.
Appeals & Discipline White Paper

• Continuation of informal grievance system that is currently in place
• Formal grievance system
• Grievance committee selection
• Training & appointment of grievance committee
• Appeals may be made to the university vice president
Compensation & Pay

Wanda Holt, Chair
Compensation & Pay White Paper

- Salary increases
- Longevity pay
- Salary administration
- Title management
- Vacation leave
- Early retirement incentive
Layoffs & Furloughs

Stacy Salters, Chair
Layoffs & Furloughs White Paper

- Layoff scores
- Layoff conferences
- Bumping rights
- Reemployment rights
- Layoff records
Layoffs & Furloughs – QUESTIONS

• Recommend adding
  – There is no appeal of a layoff to the Civil Service Board
  – There is no approval by the State Division of Personnel Services for layoffs
  – That all vacant positions are frozen until all options for placement have been exhausted for all employees scheduled for layoff
  – Other specifics to the timeline of notification

• Further review is ongoing
  • Furlough policy
  • Kansas Administration Regulations (K.A.R.)
Performance Evaluations

Angie Linder, Chair
Performance Evaluations White Paper

- Move from goals based to performance based
- Mandatory supervisor training
- Partial merit based salary increases
- Supervisor accountability
- Employees to evaluate supervisors – can be done anonymously, administered through HR
Policies & Agreements

Hercilia Thompson, Chair