



WICHITA STATE
UNIVERSITY

UNCLASSIFIED
PROFESSIONAL SENATE

Meeting Minutes

Tuesday, March 18, 2014

Present: Ellen Abbey, Gina Crabtree, Janelle Darr, Gabrielle Dodosh, Kathy Downes, Mandy Konecny, Brett Morrill, Susan Norton, Sheelu Surrender, Connie Dietz (ex-officio), Frankie Kirkendoll (ex-officio), Heather Perkins (at-large).

Absent: Quinn Addis, Belinda Bishop, Sally Fiscus, April Keim, Maria Martino, Cheryl Miller, Mark Porcaro, Andrea Stipp (ex-officio), Jessica Treadwell (ex-officio)

I. Call to order at 9:05 AM

II. Approval of, February 18, 2014 minutes

Motion made by Sheelu Surrender and seconded by Susan Norton. Motion passed.

III. President Bardo Meeting Report

- a. Gina reported that she met with President Bardo via telephone. The president is working on his own position description and recognized that there is no clear order of succession in the event of his absence. Gina understood him to say that the second in command should be the Vice President for Academic Affairs. He is also looking at the Vice President position descriptions as well.
- b. Dr. Bardo emailed David Wright to discuss our recommendation for searchable indexing on the policy and procedures website. It was discovered that the site is searchable and we will not pursue a searchable PDF format.
- c. Dr. Bardo discussed our recommendation that Dismissal for Cause be clarified in the policy and procedures manual. He noted that it is a difficult term to define and would consult Ted Ayres for a legal definition.
- d. Gina will attend a budget meeting with all constituent heads in April.

IV. New/Old Business

- a. University Policies Recommendations –
 - i. While we continue to wait to hear back from General Counsel regarding our policy recommendations, we will go ahead and form committees to discuss evaluation and grievance procedures. The committees will include members of the UP Senate and Human Resources representatives. Connie Dietz, Susan Norton and Sheelu Surrender volunteered to serve on the evaluation committee along with Lana Anthis and Kim Cinelli from the office of Human Resources. Ellen Abbey and Heather Perkins volunteered to serve on the grievance committee along with Matt Johnston and Libby Gilbert from the office of Human Resources. Frankie Kirkendoll will serve on both committees. Susan Norton suggested that Gina contact Jan Mead to serve on the evaluation committee.
 - ii. EEO Francisco Gonzalez sent Gina an email asking if the UP Senate was interested in joining the faculty senate in requesting an Ombudsman to represent staff in grievances. The hope is that

this would help reduce the number of formal complaints coming to his office. Discussion followed regarding whether an Ombudsman or Employee Advocate was more appropriate. Gina will talk with Dr. Gonzalez to confirm the intent.

- b. Constitutional Revisions – Final changes were made to the constitution and it has been posted to the UP website. We will take a vote at the general meeting on May 1.
- c. Social Media Policy – Gina encourages all UP senators to review and provide feedback regarding the recommendation of the Social Media Policy work group.

V. Reports from Committee Chairs

- a. Service – No report.
- b. Professional Development – No report.
- c. Awards/Recognition – Gabrielle Dodosh reported that winners were chosen and approved by Dr. Bardo. Awards will be presented to Connie Dietz, Shan Jabara and Martha Lewis at the Shocker Pride celebration.
- d. Legislative – No report.
- e. Grievance – No report.
- f. Election – Mandy Konecny reported that emails have gone out calling for nominations. Once nominations are in, the committee will call each nominee to determine if they are willing to serve. Voting will be completed before the May 1 general meeting.
- g. Dining Services – No report.
- h. UPS Website – No report.
- i. RSC Board of Directors – No report.
- j. Wellness – No report.
- k. Traffic Appeals – Brett reported that the session was deferred to April.
- l. Unclassified Professional Staff Council – No report.
- m. Library Appeals – No report.

VI. As May Arise

- a. Gina will contact Dr. Bardo, Mary Herrin and Francisco Gonzalez to speak at the general meeting.

VII. Announcements

- a. **Next Meeting: April 15, 2014**
- b. **General Meeting: May 1, 2014**

VIII. Adjourned at 9:40 AM. Motion to adjourn made by Brett Morrill and seconded by Kathy Downes. Motion passed.