

UP Senate Meeting Agenda

Tuesday, August 15, 2017, 9:30 – 11:00 a.m. Lindquist Hall Board Room (Second Floor)

Senate Members in Attendance: Camille Childers, Krysti Carlson-Goering, Ryan Corcoran, Shawn Ehrstein, Jana Henderson, Laura Manning, Jeswin Joseph, Julie Scott, Sarah Sell, Randi Lindquist, Caleb Loss, Heather Perkins, Maria Thompson.

Guests: Judy Espinoza, Marcie Holsteen

- I. Call to Order
- II. Approval of Minutes
- III. Introduction of Senators
 - a. Vacancies. Senators will receive an email requesting names to fill vacant seats.
- IV. Legislative Update Report – No Report
- V. Budget Advisory Council – No Report
- VI. President’s Council Meeting Report – No Report
- VII. HR/Senate Meeting Report
 - a. Judy Espinoza – Work on policies is continuing. 5-6 policies are with General Counsel now for review. Policies will be shared with faculty once school is back in session. The grievance policy is one of those under review. A single policy for all employees is the goal. HR has kicked off a timekeeping project. Beginning steps are to understand the processes we currently have and determining what we want to have. Anticipate making a recommendation in December. There will be changes, as additional functionality is needed, but the nature of the changes is unknown at this time. The Heskett Center and NIAR are piloting a new project related to student hiring.
- VIII. New/Old Business
 - a. VP Election Results – Camille Childers elected as VP for FY18.
 - b. Committee Membership, 2017-2018.
Committee reports will be made electronically beginning in FY18. Prior to Senate meetings, the President will solicit reports electronically. The information will be provided to Senators and any items needing attention will be put on the agenda.
 - c. Communication Plan
Communications is a priority for FY18 with an increased focus placed on direct communication with constituents throughout the year. Suggestions from senators included looping Joe Kleinsasser into the distribution of meeting minutes so he can pick up possible stories for the WSU Today newsletter and for the Senate to put out its own newsletter. It was noted that the pdf online of the Senate constitution is not the correct document. Kevin Crabtree is aware and will upload the correct document.
- IX. Reports from Committee Chairs
 - a. Awards/Recognition –Camille Childers, Jana Henderson (Chair), Randi Lindquist
 - b. Communication Committee - Cheryl Miller, Ryan Corcoran, Alicia Newell, Julie Scott, Jeswin Joseph
Alicia Newell was nominated to serve as chair (in her absence).
 - c. UPS Website – Kevin Crabtree

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No change.

- d. Election – Krysti Carlson-Goering (Chair), Sarah Sell
- e. Grievance – Judy Espinoza
No additional committee members are needed. Judy noted that this committee is now called Dispute Resolution.
- f. Library Appeals – Camille Childers (Chair)
No change.
- g. RSC Board of Directors – Lyston Skerritt (Chair) Ryan Corcoran (Delegate)
Lyston Skerritt is no longer on the Senate so Ryan Corcoran will serve as chair. Maria Thompson is available to attend meetings in his absence, if needed.
- h. Professional Development
 - i. Professional Development - Sheryl Propst (Chair), UP Members: Amy Barfield, Krysti Carlson-Goering, Randi Linquist, Caleb Loss, Becky North; USS Members: To Be Determined.

Randi Lindquist and Shawn Ehrstein will join the committee and Caleb Loss will serve as UP chair.
 - ii. Technology Fair - Becky North (Chair), UP Members: Amy Belden, Jarrod Hipps, Dan Larrea, Sam Willis, Muhammad Usmani
- i. Service – Lyston Skerritt (Chair), Darryl Carrington
Historically, this committee organized 1-2 large events per year. Over the past few years, service opportunities have occurred more frequently across campus and sponsored by a number of different groups. A motion was made and accepted that the UP Senate no longer have a committee focused on service, but that it remain an agenda item to develop and/or respond to opportunities as they arise.
- j. Traffic Appeals – Laura Manning
- k. Unclassified Professional Staff Council – Becky North (Position held by Immediate Past President)
Becky North will serve on the council for FY18.

X. As May Arise

- a. Purpose of UP Senate:
A discussion was held regarding the purpose of UP Senate. Some interest was expressed in merging some UP Senate efforts with those of the USS Senate.
- b. Committee Structure:
A suggestion was made that we review our committees and determine whether they remain relevant and what they are accomplishing. The question to answer is, “Do the committees make a difference?”
- c. Values:
A suggestion was made that the Senate should spend some time considering how we can help drive the values of the University. As part of that conversation senators discussed whether to have open forums in the next year? Positive consensus was reached in order to provide opportunities for staff to engage

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with the Senate. Amy Barfield will look for a time in mid-semester for this – early October. One hour of moderated time will be planned followed by ½ hour where senators will be available for further discussion with constituents. Senators are expected to attend this meeting.

d. Fall UP General Meeting:

Discussion focused on determining speakers for the event. Suggestions included John Tomblin, Maureen Dasey-Morales, Teri Hall, Dr. Bardo, Judy Espinoza and Marche Fleming-Randle.

e. Election Committee:

It was noted that with the creation of a new administrative division within WSU – Diversity and Community Engagement – the election committee will need to look at the division of representatives on the senate.

f. Attendance:

Amy Barfield outlined her expectations regarding attendance at Senate meetings. If a senator is unable to attend, an email to the senate president is proper protocol. While there is no policy addressing attendance, senators who are unable to fulfill their responsibilities to represent their constituents by way of regular attendance should consider voluntary withdrawal from the committee.

XI. A motion to adjourn was made and seconded.

Submitted by Heather J. Perkins