



UP Senate Minutes

Tuesday, August 16, 2016

9:00 – 11:00 AM

LAS Boardroom

Division	Senators (Term Through)
Academic Affairs	Alicia Newell (2018), Darryl Carrington (2018), Krysti Carlson-Goering (2018), Ryan Corcoran (2018), Lisa Hansen (2017), Laura Manning (2018), Cheryl Miller (2017)
Student Affairs	Camille Childers (2018), Lyston Skerritt (2018)
Administration & Finance	Sheryl Propst (2017)
President, General Counsel & Strategic Communications	Natasha Stephens (2018)
Research & Technology Transfer	Tracee Friess (2017), Jana Henderson (2018), Becky Hundley (2017), Caleb Loss (2018)
Appointed At Large	Amy Barfield (2017), Randy Ware (2017)
Ex-Officio (Non-Voting)	Becky North, (2017), Mark Porcaro (2017), Judy Espinoza (Non-expiring)
Ex-Officio (Non-Voting) from:	WSU Foundation, WSU ICAA, WSU Union Corporation, WSU Alumni Association

Call to Order - 9:02 am

Guests	Discuss Policy Drafts
Jane Link, EO Director and Matt Johnston, Associate Director of HR	• 3.48 Employee Discipline ○ Shared with UP Senate and discussed on 8/9/2016. Feedback was provided by UP senate and here today to discuss feedback and questions. ○ Many suggestions and clarifications were made based on feedback provided by UP senate to working document. ○ Time frame was short because new weapons policy being drafted. There was shown a need to include policy for any instance that discipline may need to be put in place as a result of that weapons policy. ○ The definition of employee for this policy is anyone who is on the payroll of the university. The exception is when a sub-chapter in another chapter may be more specific to a sub-group and will then “trump” this policy (the example given was policy 4.23 – Faculty Professional Fitness which is a policy discussing specifically tenured faculty and performance based dismissal). • 3.50 Performance Evaluation ○ Discussion of feedback given to HR after review by UP senate. ○ Question regarding penalties if reviews are not completed. No penalty will be put into place, but if question comes up, everyone is encouraged to contact Matt Johnston. ○ Trainee position is defined as positions in the law enforcement sector and are required to use that language in policies to comply to union standards.
	• Additional Item – Professional Development Policy ○ Has been developed to move forward combining USS and UP. Sheryl Propst reviewed this policy based on discussions. The Senate will not be provided initial review before final draft is moved forward.

Old/New Business

Minutes	
	Approve May 17, 2016 Minutes – <i>Not needed approved in June 21 meeting</i> Approve June 21, 2016 Minutes – • Amendment: “Submitted by Lisa Hansen” • Approval w/ amendment ○ 1st – Lyston ○ 2nd – Tasha Approve General Meeting Minutes – <i>Motion and Approval to not review in future</i>
	Discussion item: How can the turnaround time from meeting to minute posting on Web be shortened? • Tracee and Becky will work to develop procedure to send out and approve electronically.
Officer Election	
	Secretary • Lyston Skerritt – Nomination of Lisa Hansen ○ Lisa Hansen –Nomination Accepted President-elect • Cheryl Miller – Nomination of Lyston Skerritt ○ Lyston Skerritt – Nomination Declined • Alicia Newell – Nomination of Amy Barfield ○ Amy Barfield – Will email decision after seeking approval by Director



Ex-Officio Members	Ex-Officio Members (as identified in Constitution, Section 2. Composition, c. Ex-Officio members) In order to be inclusive of the University community, each of the following affiliated/or related organizations shall be invited to appoint a representative. Such organizations presently include: WSU Foundation, WSU Intercollegiate Athletic Association, WSU Union Corporation (RSC) and WSU Alumni Association Becky will send email to entities and ask if they would like to have representation on the UP Senate and who those representative will be.	
Committees	Identify Standing Committee Chairs and Members. A brief description of each committee was shared.	
	Committee Reports, if applicable; (*) Indicates New Member of Committee	
	Awards/Recognition	Becky Hundley (Chair), Camille Childers*
	Communications	Tracee Friess (Chair), Cheryl Miller, Ryan Corcoran*, Alicia Newell* UPS Website – Kevin Crabtree
	Election	Sheryl Propst (Chair), Krysti Carlson-Goering*
	Grievance	Judy Espinoza
	Library Appeals	Camille Childers* (Chair)
	RSC Board of Directors	Lyston Skerritt (Chair), Ryan Corcoran* will serve as backup
	Professional Development Subcommittees: - Professional Development - Technology Fair	Professional Development: Sheryl Propst (Chair) <i>UP Members:</i> Amy Barfield, Randy Ware*, Krysti Carlson-Goering*, Caleb Loss*, Becky North; <i>USS Members:</i> Johnny Buchanan-Spachek, Stacy Salters Report: The PD plan will be sent to both Senates and reviewed in the September Senate meetings. Becky and Johny will present to President Bardo. Technology Fair: Becky North (Chair) <i>UP Members:</i> Amy Belden, Dawn Bleuel, Jarrod Hipps, Dan Larrea, Sam Willis, Muhammad Usmani; <i>USS Members:</i> TBA Report: The 6 th annual Technology Fair moved to March 28 and will be in the EEB; See wichita.edu/learnmore for more information
	Service	Lyston Skerritt (Chair), Tracee Friess, Darryl Carrington* Report: Lyston shared plans to include Sustainability
	Traffic Appeals and Advisory Committee	Laura Manning (Chair), Becky Hundley, Lisa Hansen
	Unclassified Professional Staff Council	Mark Porcaro (<i>Position is held by Immediate Past President</i>)
Motion to Combine Traffic Appeals and University Traffic Police Advisory Committee <i>1st – Lyston Skerritt</i> <i>2nd – Becky Hundley</i>		
2016-2017	Will move to September Meeting	
What’s ahead	- USS to UP Transition Impact on Senates - Tobacco Free Wu and Me - Higher Learning Commission (HLC) Accreditation Site Visit (October, 2016) - Weapons Policy (July, 2017) - WSU and Wichita Area Technical College (WATC) Merger	
As May Arise		
	Please review for September: - Review mission statement, number of senators, etc. - What do we need change over the next year to better serve our population? Concern: - Insurance is going up and wages are not going up – question regarding if there is some kind of incentive to compensate for a decrease in pay for the 2nd time in three years.	
Next Meeting	Next Senate Meeting: Tuesday, September 20, 9:00 – 11:00 in RSC Herrman Room 262	
	United Way Presentation in September	
Adjourn	10:54 am 1 st – Becky Hundley 2 nd – Laura Manning	
Minutes Submitted by Lisa Hansen		