

Meeting Minutes

Tuesday, August 18, 2015

Present: Amy Barfield, Michelle Barger, Belinda Bishop, Matt Forney, Tracee Friess, Lisa Hansen, Eric Maki, Cheryl Miller, Becky North, Mark Porcaro, Sheryl Propst, Lyston Skerritt, Sheelu Surrender, Tonya Witherspoon, Michael Yeung, Brett Morrill (ex-officio)

Absent: Becky Hundley, Laura Manning, Frankie Brown (ex-officio)

I. Call to Order – 9:04

II. Guest

a. Ann Collins and Patrick Hanrahan– United Way of the Plains

Packets will be distributed at the beginning of Sept. to sign up for United Way. Community Impact is new and Innovative. Example – Improving School Attendance (handout showing program given to Senators). Piloting in the West High feeder school area. Message is “Be There” to be there for the kids and in school.

III. Approval Minutes

- a. June 16, 2015 Senate meeting minutes
Motion – Eric Maki Second - Sheelu Surrender

IV. President Bardo meeting report

July and August meetings reported on. WATC in July discussed current dialog. “Absorb” WATC is the word Pres Bardo used. Discussions with board of WATC, the city, the county, and WSU about the future of WATC with WSU. President Bardo will be at September Senate meeting to discuss WATC. UPs will be involved in about every office if these two come together. Could affect every area on campus. This type of opportunity doesn’t present itself very often so we want to follow up.

A steering committee and a faculty committee to discuss WATC/WSU merger. He liked the expression GED to Ph.D.

August conversation – Stressed items culture of enrollment and culture of research. Already have a culture of scholarship.

Enrollment – Regents will be pushing. A push for student life and engagement. CBIZ work has come back but not everything has been implemented.

1. Working on hiring process fewer hands touching to speed up
2. No paper timesheets pilot with Lois offices
3. Way more hourly employees than typical. Looking at hourly vs salary jobs and getting people classified properly. Discussion if hourly = USS vs. salary = UP.
4. Future Associate VP of HR
5. Report presented later once information is digested.

V. New/Old Business

- a. Elections:
 - i. President-Elect
Becky North nominated by Eric Maki. Motion – Mark Porcaro Second Michelle Barger Motion passes.
 - ii. Secretary

Michelle Barger nominated Lisa Hansen second Lyston Skerritt - motion passes.

- b. Special Committee Reports
 - i. Evaluation Committee – Vote to recommend latest policy wording
Mark, Brett, Connie, and Linnea meet to finalize language in June. Language is very brief and points to current procedures that already exist. Tried to make sure it pointed Unclassified Professionals who teach to the FAR. Main differences have been different forms, especially AA, others would use OHR form. Standardized on the calendar year as the evaluation year.

Concern – Student Affairs plans and executes on program year (academic year).
When would this be implemented? Example – Timeline

TW – Feel more comfortable if this policy went back to HR for review.

Recommendation to send to HR for Senate. May need an interim evaluation to get everyone on the same cycle.
 - ii. Grievance Committee
Policy Review Committee – David Moses was not quite clear on what we wanted. Time to meet and get back with David
 - iii. CBIZ Update – Stakeholder meeting 9/14
- c. ZipCar Information – Mark meet with ZipCar in July along with members of the other Senates. Hourly car rental program. Hourly rate covers gas and insurance. Two rates 7.50 for compact car and 8.50 for larger cars. Rates go up over the weekend. Other fees apply. Short term, in town, rental solution for students who don't have a car. WSU would be the first school in Kansas to use this if they come to the campus. Want two parking spaces. Probably one on the north side of campus and one maybe by International Office. Cars need to be accessible to students to get them to use them. WSU is checking the liability to us. Zipcar.com. Students think they would use it. International student rep also seemed to indicate they would use it also. Replace cars every 30,000 miles.

VI. Reports From Committee Chairs and new Appointments

- a. Service – Michelle Barger and vacant – No report work with Lyston to partner with what Student Affairs Tracee Frieese and Lyston Skerritt volunteered to work on this committee.
- b. Professional Development – Becky North, Matt Forney, Sheryl Propst, and Amy Barfield volunteered to work on this committee
- c. Awards/Recognition – Becky Hundley and Amy Barfield volunteered to work on this committee. Brett and Mark will help support.
- d. Grievance – Frankie Kirkendoll
- e. Election – Lisa Hansen and Sheryl Propst volunteered to work on this committee
- f. UPS Website – Kevin Crabtree
- g. RSC Board of Directors – Tonya Witherspoon
- h. Wellness – Vacant Will drop this committee as no action/committee for the university is formed at this time. Will reevaluate if new university committee is formed.

- i. Traffic Appeals – Eric Maki and Sheelu Surender will represent UPs on this committee.
- j. Unclassified Professional Staff Council – Brett Morrill
- k. Library Appeals – Belinda Bishop
- l. University Traffic Police Advisory Committee – Michelle Barger, Laura Manning, and Lisa Hansen will serve if needed.

VII. As May Arise

Michelle Barger – New people don't know what UP Senate is, what we do, and what we are for. Go to them. People don't know why we exist. Talk with people. Regular basis to tell them who we are and what we are doing. Significant action and submit to WSU Today. Video – on what UP Senate is to provide information as the new employees on-board. UP Senate PR Committee. Communications Committee – Nominate Traciee to head. Eric second Tonya motion passed.

VIII. Announcements

- a. Next Meeting: Tuesday Sept 15, 2015, 9:00 to 11:00 p.m. RSC 1?? w/President Bard
- b. General Meeting – December 3, 3:30 HH 208.

IX. Adjourn 10:37

Submitted by Lisa Hansen