



WICHITA STATE
UNIVERSITY

UNCLASSIFIED
PROFESSIONAL SENATE

Meeting Minutes

Tuesday, August 19, 2014

Present: Ellen Abbey, Michelle Barger, Belinda Bishop, Gabrielle Dodosh, Kathy Downes, Ricki Ellison, Mandy Konecny, Eric Maki, Maria Martino, Brett Morrill, Becky North, Mark Porcaro, Sheelu Surrender, Tonya Witherspoon, Gina Crabtree (ex-officio), Heather Perkins (at-large).

Absent: Amy Barfield, Frankie Brown, Laura Manning, Andrea Stipp, Jessica Treadwell

Guests: Ann Collins, United Way and Matthew Conklin, SGA President

I. Call to order at 9:00 AM

II. Approval of, June 17, 2014 minutes

Motion made by Maria Martino and seconded by Sheelu Surrender. Motion passed.

III. Guests –

- a. Ann Collins showed a film describing some of the United Way programs and how people are impacted. The United Way supports 35 agencies and 87 programs, trains volunteers and writes grants bringing in \$4.3 million per year. They are currently implementing the Dolly Parton Imagination Library program throughout Sedgwick, Sumner and Butler counties. The program signs up children between the ages of 0-5 to receive 1 book per month so that they will be ready to read when they reach kindergarten. The intent of the program is to keep kids in school longer.
- b. Matthew Conklin updated the senate on the research being done by the SGA senate in regards to the implementation of a tobacco free policy. SGA would like to build momentum and maybe write a joint resolution with all campus senates in support of the policy. Brett reminded senators that the UP senate had voted in favor of a policy on February 18, 2013. Discussion followed.

IV. President Bardo Meeting Report

- a. President Morrill reported that he met with Dr. Bardo in July and August. Dr. Bardo shared his presentation on the Innovation Campus which includes mixed funding sources. Ultimately, this is a twenty year plan.
- b. Dr. Bardo expects freshman enrollment to increase by 15% this year. He also noted that with the large number of seniors graduating last spring, upper-class numbers may be down.
- c. The president's office continues to review the university policies and procedures. The senate requests that announcements regarding policy changes should highlight what has actually been changed.

V. New/Old Business

- a. Review Constitution – President Morrill reviewed importance of keeping the constitution up-to-date and encouraged all senators to re-read and bring to his attention should updates be needed.
- b. Elections

- i. President-Elect – Gina Crabtree nominated and Mandy Konecny seconded the nomination of Mark Porcaro as President-Elect. Porcaro accepted and motion passed.
 - ii. Secretary – Maria Martino nominated and Tonya Witherspoon seconded the nomination of Ellen Abbey as Secretary. Abbey accepted and motion passed.
- c. Special Committee Reports
 - i. Evaluation Committee – Tonya Witherspoon reported that the committee is reviewing the policies of the University Support System and looking at calendars to get meetings scheduled.
 - ii. Grievance Committee – Ellen Abbey reported that the committee was working on policy 6.12 and outlining progressive discipline steps. The committee is also working on a list of guidelines with consequences for offenses. The committee may need to work with the evaluation committee to incorporate the evaluation process as part of progressive discipline. The committee hopes to begin working on 6.13 in the September meeting.
 - iii. Ombudsperson Training – President Morrill discussed the adoption of an Ombudsperson and training that would be required. The faculty senate has adopted the use of an Ombudsperson to resolve disputes before filing a grievance.

VI. Reports from Committee Chairs

- a. Overview of committee responsibilities for new members
- b. Service – Maria Martino gave an overview of the activities the service committee was involved in last year which include Stuff the Bus and volunteering at The Lord's Diner. There were no volunteers to this committee.
- c. Professional Development – Kathy Downes and Becky North reported that they are already working on the Tech Fair which is scheduled for February 21, 2015 at the Rhatigan Student Center. There are booths available if anyone would like to host a booth.
- d. Awards/Recognition – Gabrielle Dodosh explained that the committee determines the winners of the President's Distinguished Awards. Gabrielle volunteered to remain on this committee.
- e. Grievance – Gina Crabtree reported that the steering committee has not been formed yet and that it is time to renew the pool. We will wait until the steering committee is in place before there is an assignment to this committee.
- f. Election – Mandy Konecny explained that the work on this committee begins in February and is mostly all electronic at this point. There will be some changes in the voting structure of the committee due to the changes in CLUR. Rikki Ellison volunteered to be vice-chair of this committee and Mandy Konecny will chair.
- g. Dining Services – Sheelu Surrender reported this committee has not met since the renovations at the RSC began. She will follow up with David Casida to see if the committee has been dissolved.
- h. UPS Website – Kevin Crabtree will continue to update the website.
- i. RSC Board of Directors – Tonya Witherspoon volunteered to serve on this committee. The committee oversees the financials of the building and there will be a training session soon.
- j. Wellness – Maria Martino reported that this committee never met last year. Maria will check with Frankie Kirkendoll to see if the committee has been dissolved.

- k. Traffic Appeals – President Morrill reported that this committee meets monthly, when necessary, to hear traffic ticket appeals. Eric Maki and Rikki Ellison volunteered to serve this year.
- l. Unclassified Professional Staff Council – As past president, Gina Crabtree will serve on this committee. The committee meets once per semester with other Board of Regents schools.
- m. Library Appeals – Belinda Bishop reported that she met with the Library Appeals committee on July 24 and heard four appeals. Belinda volunteered to continue on that committee.

VII. Fall General Meeting – Thursday, November 6th from 3:30 – 5:00 pm, Dr. Bardo will present.

VIII. As May Arise

- a. Gina Crabtree discussed the changes in CLUR, now called Student Engagement. It may be necessary to amend the constitution to move that group under Academic Affairs, which would change the make-up of the senate.

IX. Announcements

- a. Next Meeting: September 16, 2014

X. Adjourned at 10:50 AM. Motion to adjourn made by Maria Martino and seconded by Heather Perkins. Motion passed.

Submitted by Ellen Abbey