

UP Senate Meeting Agenda
Tuesday, October 17, 2017, 9:00 – 11:00 a.m. Lindquist Board Room

Senate Members in Attendance: Amy Barfield, Darryl Carrington, Jana Henderson, Augustine Iacopelli, Andrew Kahrs, Grady Landrum, Randi Lindquist, Caleb Loss, Laura Manning, Alicia Newell, Becky North, Heather Perkins, Sarah Sell.

Guests: Marcie Holsteen, Randy Sessions

- I. Call to Order: The meeting was called to order at 9:08 a.m.
- II. Approval of Minutes-Done electronically
- III. Guest-Marcie Holsteen, HR- Feedback on policy change.
 - a. **Separation of Employment:** The purpose of this policy is to provide definition about voluntary vs. involuntary separations and expectations regarding notice periods. Feedback was given on notice periods and how use of Voluntary Separation-Quit Without Notice is used.
 - b. **Social Media:** This purpose of this policy is to outline how violations will be addressed. There is an intention to align the social media policy with other coaching and corrective action policies. Questions were asked about how this will be used with First Amendment rights.
- IV. New/Old Business
 - a. **Communication Plan:** Senators reports that little response was received from individual emails sent to constituents. A few thank you responses were received. Consensus was reached that there no expectation that Senators will forward meeting minutes to their constituents. Individual Senators may do so if they choose. Staff can also be directed to the UP website where minutes are posted. Senators were encouraged to invite staff to the open forum meeting next week, which Senators are expected to attend. The meeting will be moderated by Jeff Jarman.
 - b. **Joint efforts with USS Senate:** Discussed having joint a joint meeting each semester with USS Senate to discuss common concerns that apply to both groups and identify joint items for combined efforts towards. Randy Sessions, USS Senate President, indicated USS Senators were open to attend the November UP Senate meeting. The proposal for a combined meeting in November was accepted.
- V. President's Council Meeting Report: No report.
- VI. Meeting with Dr. Bardo Report: Dr. Bardo mentioned that he and a few faculty members were in discussions about the possibility of an Urban Development program at WSU, which could offer a number of new academic degrees.
- VII. HR/Senate Meeting Report: No current action items, discussed feedback loop for policies and procedures moving forward and getting information from HR once Senate has provided feedback on a policy.
- VIII. Strategic Planning Committee Report: The UP Senate President currently serves on this committee. In future years, the Senate may want to consider appointing a Senator to serve instead, due to the growing number of committees on which the UP President is asked to serve.
- IX. Budget Advisory Committee: Nothing to report.
- X. Reports from Committee Chairs-
 - a. Awards/Recognition- Jana Henderson (Chair), Camille Childers, Randi Linquist
 - b. Communications – Ryan Corcoran, Jeswin Joseph, Alicia Newell, Julie Scott, Darryl Carrington, Augustine Iacopelli

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- c. UP Grievance-Judy Espinoza
- d. Election- Krysti Carlson-Goering (Chair), Sarah Sell
- e. Library Appeals- Camille Childers (Chair)
- f. Professional Development –Caleb Loss (Chair), Randi Lindquist (Co-Chair), Amy Barfield, Krysti Carlson-Goering, Shawn Ehrstein, USS Members: Linda Hayes
- g. Technology Fair Subcommittee- Becky North (Chair), Amy Belden, Jarrod Hipps, Dan Larrea, Muhammad Usmani, Sam Willis, TBD- USS Senate
- h. RSC Board of Directors- Ryan Corcoran; Andrews Kahrs will serve as backup.
- i. Traffic Appeals - Laura Manning (Chair)-: UPD will start writing moving violations, which is expected to increase appeals
- j. UP Staff Council Representative: The WSU UP Senate has historically appointed the immediate past-president to serve on the Council. Since it makes more sense to have a current Senator in the role, the appointment will transition from Becky North to Camille Childers, current UP Senate Vice-President.

Becky North reported on a few items from the last council meeting:

- i. With current Conceal Carry policies KU/K-State have clear-bag policies for special events. This enables those in attendance to put wallets, phones, etc., in the bag. This makes getting through security a faster process.
 - ii. K-State reported to KBOR about the significant decline in USS employment using visual statistics (charts/graphs) and noticed a visible reaction. Universities should consider the use of visual aids whenever possible in order to communicate with more impact.
 - iii. Tuition assistance for dependents of staff members varies significantly among Universities in KS. KU provides none. Emporia uses waivers instead of tuition assistance.
 - iv. The CBiz Study was discussed. The general consensus is that they did not deliver as expected.
- k. UPS Website- Kevin Crabtree

XI. As May Arise

XII. Adjourned: Caleb Loss motioned for adjournment at 10:28. Laura Manning seconded the motion.