USS & UP Joint Senate Meeting

9-11 a.m., February 18, 2020, Rhatigan Student Center, Room 142 Harvest

**In Attendance (UP Senators):** Judi McBroom, Krysti Carlson-Goering, Deb Wagner-Kirmer, Denise Gimlin, Ellen Abbey, Camille Childers, Heather Perkins, Katie Givens, Lisa Clancy, Jeanne Patton, Tyler Gegen, Susan Norton, Gabriel Fonseca, Kayla Jasso, Alison Babb, Julie Scott

**In Attendance (USS Senators):** Lisa Wood, Rosemary Hedrick, Sheryl McKelvey, Angela Linder, Jama Challans, Randy Sessions, Linda Claypool, Connie Basque, Donna Hughes

**Guests:** Jay Price, Lydia Santiago and Shareika Fisher

# Call to Order

* 1. Announcements or Proposals - None
  2. Minutes Approval Process – Electronic

# Old Business for USS & UP Senates

* 1. **KBOR Survey for USS & UP Staff from the Docking Institute**
     1. Senate Presidents and President-Elects met with Dr. Golden regarding the results and have brought together a task force of Senators to develop specific objectives and outcomes to address the concerns. Dr. Golden has challenged the Senates to consider big and bold ideas. Once finalized, the ideas will be shared with Dr. Golden. Please send any ideas you might have to Julie, Matt, Trish or Randy.

# New Business for USS & UP Senates

* 1. **Shocker Circles Update** (Lydia Santiago, Jay Price, and Shareika Fisher)
     1. The Shocker Circles Update is available [here](https://www.wichita.edu/academics/academic_affairs/SummaryShockerCircle2020.pdf).
     2. The team presented what the Circle Process is and isn’t. It is based on a technique and learning how to do the technique using a talking stick or vocal piece which allows a person to speak and then passing it on to the next person. It is about allowing people to have a safe place to speak and without confrontation. It also includes a series of questions and allows for a range of opportunities from every group of people in the WSU community to share as a means to improve communication at Wichita State.
     3. As the reference team, they are starting to figure out what they wanted it to look like for our campus with a fall rollout as it related to shared governance and trust on campus. About 78 faculty/staff came to the Shocker Circles since the rollout. The results were provided to Dr. Golden in December.
     4. The three questions were:
        1. What is something that you value about the current decision-making process at the University?
        2. What can the University do to demonstrate respect, trust, and transparency in the decision-making process?
        3. How can the University best solicit input from staff, faculty, students, and administrators?
     5. There were some positive things that came out; it was not all negative. Most people still feel that we need to work on transparency and that there is still work to be done. Staff members feel they do not have time to go to these meetings. Transparency needs to become part of our culture and how to share and practice that every day. When communicating, we need to make an effort to try to reach everyone, especially those who do not have a computer/smart phone.
     6. There is still work to do, and the reference team would like to continue with the circles as a means for the Shocker community to communicate concerns (and successes) there. Ultimately, this is designed as a relationship builder, and it isn’t a “one and done.” The Senates recommended hosting a circle with only staff and no leadership included.
  2. **Active Threat – Level 2 Training Request/Discussion**
     1. The Senate presidents have received feedback on the interest in and timing for level 2 (hands-on) trainings and will pass it along to Captain Corey Herl.
  3. **Consent-Agenda-Style Process for Committee Updates** – Discussion
     1. Would the Senates entertain transitioning to a consent-agenda-style process for committee updates in which chairs or representatives would submit a written update in advance of the meeting that would be incorporated into the minutes? Items needing discussion could be requested in advance or during the meeting. Typed reports/updates would need to be submitted a week in advance.
     2. The Senates agreed to implement this process.
  4. **Presidential Retreat Updates**
     1. Trish, Matt, Randy and Julie attended the retreat as part of shared governance and as Dr. Golden’s commitment to leadership development. The attendees heard from Dr. Sheree Utash and what a multi-campus model would look like. Dr. Muma talked about the ideas of a dental school, partnering with KU Medical School for health sciences, and what it might look like to start an engineering school started in Mexico. The retreat also included group discussions to collect ideas for attracting and retaining talent at WSU, enhancing the WSU experience, increasing/diversifying research, and enhancing WSU’s reputation and engagement with the community.
     2. Additionally, at a separate meeting, the President shared his vision for Wichita State in the upcoming decade, which included 5 priorities:
        1. Provide an accessible and affordable education.
        2. Deliver the best student experience.
        3. Recruit and retain talent.
        4. Diversify research for our economy.
        5. Embrace a mission of service.
  5. **Presidential Task Forces Updates:**
     1. Thank you for agreeing to serve on the task forces. These activities represent shared governance in action.
     2. If you have additional ideas that are not included in or being addressed by the task forces and you do not have another avenue to present your idea (such as through your department), contact your Senate leadership. No great idea should be overlooked – think big and bold.
  6. **Other Shared Governance Activities:**
     1. Staff Town Hall with Dr. Golden – March 5, 2020 – 1:15-2:15 p.m., CAC Theatre
        1. The Communication Committee will put together language for invitations from the Senate Presidents. You may also send out calendar invites to your constituents.
     2. Fall Homecoming Exploratory Committee
        1. A committee is exploring how to create a fall homecoming-style event that includes alumni and can be used as a strategic recruitment event.
     3. Free Speech Policy & Crisis Communication Plan Committee – Dr. Teri Hall is working on a new draft of the free speech policy and also working on an updated crisis communication plan.

# Committee Updates & Discussions

* 1. **Committees:**
     1. Archives (Joint) – We will send our agendas/minutes to University Archives and Shocker Open Access Repository (SOAR). Some materials already get sent to Archives, such as Election results.
     2. Awards/Recognition (Joint) & Staff Recognition Task Force – The committee met and reviewed nominations. Nominations numbers are up, and they have been sent to the President and should hear back by end of month on final selections so that the recipients can be notified.
     3. Communication and Website (Joint) – The committee is working on outreach for the Staff Town Hall.
     4. Election (USS) – No updates at this time.
     5. Election (UP) – Nominations email will be sent out March 2, and elections will take place this spring. Individuals running for office will need to write a brief “intent to run,” and a link to the “intent to run” webpage will be included in the ballot so that voters can evaluate the candidates.
     6. Organizational Governance (Joint) – The committee is meeting this week to go over senate goals.
     7. Policy Review (Joint) – No policies have been received at this time for review.
     8. Professional Development (Joint) – There have been some technical challenges to the Shocker START website, but they are hopeful that starting next week, testing can continue and then the full rollout campuswide will occur soon. Sheryl Propst from HR will present the database to the Senates in March.
     9. Service (Joint) – In April, the Senates will have a representative from Kansas Big Brothers Big Sisters present at the meeting.
  2. **Campus/University Business Meeting Updates:**
     1. Academic Operations Committee (AOC) (UP Representative) – met on 2/14/20 – Ginger Williams from University Libraries shared that the 24 hours study room is complete and students love it. Restrooms, vending and security are in place. Late fees for late library books have been removed. There are still due dates, but no fees. If a book isn’t returned by the end of the semester, the student could be charged for the cost of the book. Robyn Bongartz discussed an issue with medical/military withdrawal codes and the need to ensure they are on UEC agendas when submitted to the Registrar’s Office. Gina Crabtree discussed the need to create an online process for students to process late add slips since online students are not on campus. A webapp is under construction for this process. General education attributes have been updated for the revised program effective FL 20. Alicia Newell shared that the new Wellness Center is open in the YMCA. Alicia is in the process of hiring two new care team staff members. The plan is for each college have their own staff from the Care Team. Kim Sandlin gave an update on Student Success Collaborative and Orientation. A new General Education brochure is in production and should be ready by March 1, 2020.
     2. Budget Advisory Committee (Joint) – The budget picture at this time for higher education is somewhat bleak; more information to come as the budget discussions heat up. The committee also will be using a form to vet large-scale budget projects/requests at the University.
     3. Human Resources Meeting (Joint) – The Senate Presidents met with Judy Espinoza and Sheryl Propst about the staff recognition events this fall and reviewed feedback from the survey. Some feedback was positive, and HR is committed to improving the areas that showed opportunities for improvement. Judy will be at the next Senate meeting and will be presenting some items on staff recognition that she’s been working toward since last summer.
     4. Legislative Update (Joint) – Written update next week; presentation also in the Morrison Hall Board Room if you would like to attend.
     5. Library Appeals (Joint, Representative from Each Senate) – No updates at this time.
     6. Parking Appeals (Joint, Representative from Each Senate) – Appeals are busy as always.
     7. President’s Council/PET Meeting (Joint) – See update under President’s Retreat.
     8. President Meeting (USS/UP) – See update under KBOR Survey for USS & UP Staff from the Docking Institute.
     9. RSC Board of Directors (Joint, Representative from Each Senate) – WiFi upgrade has been completed, and they are now preparing for the SGA Budget presentation.
     10. Traffic Appeals (Joint, Representative from Each Senate) – No updates at this time.
     11. UPS President’s Council (UP) – Most of the meetings have been discussing next steps with the survey and advocacy efforts.
     12. USS President’s Council (USS) – No updates at this time; similar to UPS update.

# As May Arise

* 1. **Upcoming Meetings:** 
     1. 1:15-2:15 p.m. Thursday, March 5, 2020, CAC Theatre (Staff Town Hall with Dr. Golden)
     2. 3-5 p.m. Tuesday, March 10, 2020, John Bardo Center 264
        1. Presentations:
           1. Grow @ WSU/Shocker START (Sheryl Propst)
           2. HR Efforts/Proposals re: Employee Recognition (Judy Espinoza)
     3. 9-11 a.m. Tuesday, April 21, 2020, RSC, Room 266 Pike
        1. Presentation:
           1. Kansas Big Brothers Big Sisters (Jenna Johnson)

# Adjourn