University Staff Senate

July 16, 2024 | 3:30pm-5:00pm | RSC 142 – Harvest Room

**Senators in Attendance:** Matt Houston, Sara Rue, Krissy Archambeau, Kendra Nguyen, Denise Gimlin, Anne-Marie Brown, Kevin Duffy, Gabriel Fonseca, Angela Linder, Marissa Kounz, Nathanial Johnson, Jessica Pierpont, Emily Martin, Zachary Brown, Wendy Brooking, Margaret Reed, Lyndsay Pletcher, Kimberly Gutierrez, Aaron Coffey, Kelley Smetak, Amy McClintock, Rhenee Swink, Corby Redington, Courtney Lockhart, Stacy Salters, Daniel Ludlow, Trang Bieu, Naquela Pack, and Christopher Leonard.

**Senators not Attendance:**

1. **Call to Order**
	1. [Approval of Minutes](https://wichitastate.co1.qualtrics.com/jfe/form/SV_5yScuZfUW6JL794) – Electronic via Teams
2. Discussion and New Business
	1. Introduction of PPMC staff Jamie Fuller to kick off the ‘focus group’ conversation of the Wichita State Brand Perception study.
		1. Staff Senate, please make sure to share out the survey link to your constituents, your voice is valuable in this process. Survey responses help us to better understand what makes WSU unique and how WSU can better serve its students and community. We welcome your specific and candid input. This effort helps to guide decisions and ensure that every voice in the Shocker network is heard and supported. The survey takes about 10 minutes to complete and is voluntary and confidential: <https://wichitastate.co1.qualtrics.com/jfe/form/SV_71XJGkDexO4s1ZY>
		2. High level discussion about the themes that we are associating with. Jamie will incorporate our discussion into the survey in order to make sure that the survey leads to success.
			1. **What are you favorite thing about students?**
				1. Working with students.
				2. Diversity and variety in the individuals they work with and the types of projects.
				3. Working with individuals with genuine passion and drive for supporting students.
				4. My children and knowing seeing they see WuShock in the community and have them say that their dad works there – a sense of community and being visible in our external community.
			2. **What do you not enjoy about Wichita state and working here?**
				1. Feels like we are intentionally siloed in departments.
				2. Politics have a negative impact on staff and their experiences.
				3. Workload.
				4. Same individuals making important decisions (ex: the same individuals on every search committee).
				5. Lack of appropriate transition and onboarding of employees. Especially when someone retires, and the new employee doesn’t have time to work and overlap with predecessor.
			3. Survey link for staff senate that was a part of the senate meeting conversation: [https://wichitastate.co1.qualtrics.com/jfe/form/SV\_4ZpWr7gaeQOzpB4](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwichitastate.co1.qualtrics.com%2Fjfe%2Fform%2FSV_4ZpWr7gaeQOzpB4&data=05%7C02%7Clyndsay.pletcher%40wichita.edu%7C29295abfb43d47a02f3908dca5da83e3%7Ce05b6b3f19804b248637580771f44dee%7C1%7C0%7C638567605147009118%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=80ruiUCqDw0Tg9mXo%2BS767kf5PKVJ8EjvpWccwiE%2BCQ%3D&reserved=0)
			4. We will send out a separate e-mail you can use to encourage your constituent list to complete the survey as well.
			5. Any further information or suggestions can be directed to Jamie at Jamie.fuller@wichita.edu
	2. Installation of Executive Committee Officers and New Senators
		1. Krissy Archambeau – VP
		2. Lyndsay Pletcher – Secretary
		3. Matt Houston – USS Representative
		4. Jacob Mendez – President Elect
		5. Kennedy Rogers – President (installed in February)
		6. All new Senators
	3. 23-24 Senate Awards
		1. Rising Star – Jacob Mendez
		2. Outstanding Achievement – Angela Linder
		3. Committee: Professional Development Committee
	4. Senate Priorities for 2024-2025
		1. The purpose is for all senators to be able to give ideas/input to shape or priorities for the year. The outcomes of this exercise will:
			1. Help Kennedy know what agenda items to bring to HR, Rick, Shirley, and VPFA in monthly 1-on-1s.
			2. Inform agenda items for senate meetings.
			3. Help inform the work of standing and/or ad hoc committees.
			4. Seek shared ideas/concerns with faculty senate and SGA.
		2. Small Group Dialogue & Sticky Charts
			1. What should the staff senate’s top priorities be this year?
		3. Break out in groups of 3-4 to discuss what our priorities should be for the upcoming year, the Staff Senate Executive Team will gather these bring a summary to the August meeting to discuss the themes that are present on each of the discussion sheets and make sure that we have accurately captures the most resonant ideas.
	5. Staff Senate Teams
		1. Please let Kennedy know if you do not have access or if you have any questions about finding things in the Teams site.
		2. 24-25 Agendas
		3. Meeting Minute Approval Link
		4. [Constituent List](https://wichitaedu.sharepoint.com/%3Af%3A/s/StaffSenate/Eteqx6tz2WROisWed36jNVkBupa4G3TsqtuJomG5-WC19g?e=Kqoa08) – Updated 7/16/24
			1. Staff Senate Teams>Files>!FullSenate>Constituent Lists>FY25 Staff Senate Constituent List 7.11.24.xlsx
3. **Old Business**
	1. Senate Committee Appointments
		1. Please make sure to complete the interests survey that Kennedy will be sending out to make sure that your interests are noted for committee assignments.
		2. Committee assignments will be finalized in the August meeting.
4. **Senate Committee Updates**
	1. Awards and Recognition
	2. Communications and Website
		1. Staff bios are pulled from the University staff profiles. Instructions on how to update your profile: <https://www.wichita.edu/ou_campus_guide/wsu_profiles.php>
	3. Elections
		1. President-elect: Jacob Mendez
		2. Vice-president: Krissy Archambeau
		3. Secretary: Lyndsay Pletcher
		4. USS Rep: Matt Houston
	4. Policy Review
	5. Professional Development and Service
	6. Scholarships
		1. The Staff Senate has been signed up for Founders Day to look at creative funding sources for the scholarship. This committee will take this on as part of their work.
5. **Campus/University Business Updates & Discussions**
	1. Academic Forum
	2. Budget Advisory Committee
	3. Human Resources (Joint with Faculty Senate)
		1. Staff morale and engagement is a standing priority and we are asking groups to elevate concerns through this meeting, including any questions around pay analysis/MBC, etc.
		2. KLC Grant program is going over very well, please make sure to encourage anyone that is interested to reach out since this is a great professional development opportunity that does not come with an expense to the Departments.
		3. Kennedy will follow up with Vicki Whisenhant to present/update us on the results of the work history summary from the Segal review on changes since our last presentation.
		4. Wuhire will be starting out in October, our new talent management/hiring platform – Krista Thacker and Vicki Whisenhant will be sharing in the September meeting what this transition looks like and other related updates (SOPs, trainings, etc.)
		5. Early August/September HR will be sending out a campus-wide survey regarding performance management. Goal is to get feedback on content, cycle, structure, etc. This will be advertised in WSU Today and shared though senates. Everyone is invited and encouraged to participate.
		6. AY25 Notices of Appointment have been distributed for those who receive them. Staff have until August 31 to complete the acknowledgement in myWSU.
	4. Legislative Update + KBOR Briefing
		1. Tuition and Fees/Master Plan/Program Evaluation were all approved through the KBOR process with some minor grammatical changes.
		2. KBOR retreat will be held the end of July, we do have several representatives that will be present for this retreat/meeting.
	5. Parking Appeals + Traffic Appeals
		1. Parking lots are being freshly striped!
		2. Any concerns about parking can go through extension 3450.
		3. Concerns about motorized scooters/bikes, etc. on sidewalks (typically driven by students) causing concerns for people trying to travel our sidewalks, similar concern with golf carts, etc. and how they are driven or parked on campus – blocking handicap accessible doors, etc. Is there a policy regarding the rules and/or trainings for anyone driving these and/or parking these?
		4. Emily Martin will follow up on these questions with Dr. Hall and other stakeholders.
	6. President’s Meetings
		1. All entities are supportive of Shocker STRIVE
		2. VP F&A and Provost hiring are a top focus at this time.
	7. RSC Board of Directors
	8. UPS/USS Presidents Council (KBOR)
	9. Committee for Campus Culture
		1. Vicki Whisenhant /Dr. Hall will be presenting for this topic in a future meeting.
		2. More involved campus town halls might be a part of a future meeting as well, from Vicki Whisenhant
6. **Adjourn/Upcoming Meetings and Events/Shoutouts**
	1. August Senate Meeting: Tuesday, August 20, 2024 | 3:30pm-5:00pm | RSC 142 Harvest Room | TEAMS Link: [Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_NDc5NzgzNjctNTk0MC00YjQ5LTgwYjMtODUzNGEzYzJkOTU2%40thread.v2/0?context=%7b%22Tid%22%3a%22e05b6b3f-1980-4b24-8637-580771f44dee%22%2c%22Oid%22%3a%22436634f0-7b3c-43f9-8f1b-2c03f0463d91%22%7d)
	2. Fall Address: Wednesday, August 14, Doors open at 2:00pm/Event begins at 2:30pm, TBD
	3. Check the [Events Calendar](https://www.wichita.edu/calendar/index.php?com=searchresult) for upcoming events on campus
	4. Reminder that appointment notices are out and available, please work on acknowledging your appointment notice.
	5. Library – Faculty and Staff and Student Employees Olympics August 1st
		1. Indoors, several activities, teams of 4, prizes and snacks
		2. Link for enrollment will be available through WSU Today