University Staff Senate  October 15, 2024 | 3:30pm-5:00pm | RSC 142 – Harvest Room

**Senators in attendance:**

Archambeau, Krissy

Bergkamp, Monica

Brooking, Wendy

Brown, Anne Marie

Bui, Trang

Coffey, Aaron

Duffy, Kevin

Fonseca, Gabriel

Houston, Matthew

Lockhart, Courtney

Ludlow, Daniel

Mendez, Jacob

Pierpoint, Jessica

Redington, Corby

Rees, Margaret

Rogers, Kennedy

Salters, Stacy

Swink, Rhenee

**Senators remote:**

Pletcher, Lyndsay

Nguyen, Kendra

Martin, Emily

Brown, Zachary

Gutierrez, Kimberly

McClintock, Amy

Linder, Angela

**Senators not in attendance:**

Gimlin, Denise

Leonard, Christopher

Kouns, Marissa

Pack, Naquela

Smetak, Kelley

Brown, Zachary

Johnson, Nathaniel

**Visitors:** Joseph Dempewolf, Aidan Dunleavy, Maleah Evans, Brandee Palmer, Lisa Clancy, Traci Taylor, Abbi Whisler, Susan McCoy

1. **Call to Order**
2. [Approval of Minutes](https://wichitastate.co1.qualtrics.com/jfe/form/SV_5yScuZfUW6JL794) – Electronic
3. **Guest Presenter**
4. Vicki Whisenhant – HR Update
	1. Pretty steady headcount overall, some growth and IDP is most of growth in FTEs, approximately 6,000 employees including non-benefits eligible (nearly same as last year).
	2. Turnover this year is slightly lower at 13.8% (15.1% last year). About 3 departments that received an e-mail from Vicki regarding turnover might be something to focus on, but no big stand outs. Nothing specifically noted based on gender, race, ethnicity, etc. but if you see something, make sure to follow protocols including conversation with Supervisor and then follow up with HR as needed. 51% of turnover was in IDP, so main campus was actually less than 7% turnover.
	3. Questions on clarification of IDP employees and how they differ from main campus employees? They are WSU employees, but since they have specific regulations, specifications, etc. the policies are different and they are maintained by different HR staff.
	4. Question about specifics of turnover (57% = resignation, 10% = retirement, 5% = based on performance – 80% of employees are leaving if they have been here 5 years of less – not uncommon, but a point of focus).
		1. 80% turnover on newer employees has been shared with leadership, and no plans have been made but there are conversations starting as of now.
	5. Question on staff to student ratios
		1. We don’t have overall ratios but likely are available within specific departments (HR is below the ratio that they should be at, for example).
	6. FY 25 (started July 2024), 3 compensation goals:
		1. Move employees below minimum of their pay range
		2. Move Faculty towards pay analysis results
		3. Begin moving Staff towards their respective quartiles
	7. FY 24 outcomes:
		1. 155 staff moved up to the new minimum of their pay range
		2. 314 faculty adjustments
		3. 1,706 faculty and staff received a 1% increase
	8. Aggregate, we are now at about 84% of the market, lower than the past two years due to inflation and the amounts we have received that we are not able to invest at the pace the market has been moving. Insurance premiums have not increased in 6 years thanks to state investments, so while it isn’t an increase to the paychecks, it does help to keep the employee costs lower than they could be.
	9. Moving forward, we have set up a committee called Project Bridge with members from all over campus including senate presidents. We have met a few times and will have some action items going forward – first, we are asking for ideas from everyone on campus through a ‘WSU Idea Generator’ process that everyone is asked to review and submit any ideas to increase revenues or decrease spending. Long term ideas are great, too.
	10. Finance question – does our growth equate to more revenue to invest?
		1. Not quite. Credit hours are more closely aligned with financial growth, so the revenues aren’t typically an even increase based on headcount increases.
	11. Question on what happens to move forward our Market Based goals if we are not supported by the state?
		1. See Project Bridge information above.
	12. Magic wand to fix it, how much would it take?
		1. $25 Million total gap needed to fix.
	13. Tuition hasn’t received a big increase (KBOR restrictions), we aren’t having huge growth, and inflation has been going tup so of all these things, we are focusing on Project Bridge to better get an idea on opportunities.
	14. Question on how does IDP support the overall expenses (HR, facilities, etc.)
		1. They did have some support towards WuHire, etc. but not sure about all other entities.
5. **Announcements**
6. Senate Seat Vacancy  - Susan McCoy accepted nomination to replace Sara Rue’s position as next highest voted senator nomination.
	1. Pass – Yes by majority vote.
7. Pro Dev Committee Chair Appointment (Nathan Johnson stepping down).
	1. Dr. Christopher Leonard
8. Stock the Shocker Support Locker: 10/14-11/1
	1. Change, now you can physically donate directly to support locker or Departments can collect, but no big gathering boxes are available this year.
	2. 4,300 items, and $150 last year. 5,000 items and $500 goal for this year.
9. **Discussion and New Business**
10. Awards & Recognition Proposal
	1. Establishing new awards, list available in Teams to hopefully move forward for this award season.
	2. Might work on wordsmithing the ‘customer service’ award to make it sound less transactional with students? Also, work on making sure to identify the language to incorporate staff that are more behind the scenes and not ‘in front’ of students but still supportive of customer service. Maybe look at something more like ‘University service’ or something instead of customer to also include those that support our university but not students.
	3. Moving forward, how would the voting process work for these – ideally similar to the other processes, but that conversation has not happened yet.
	4. Vote for moving forward: Pass – Yes by majority vote.
		1. Gabriel Fonseca motion, Aaron Coffey second.
11. **Old Business**
12. Meeting Modality
	* 1. Preference, and encouragement, is to be in person as often and as best you can to promote engagement and presence. However, noting the varying roles and responsibilities in our staff constituency, we do believe it’s appropriate to offer a virtual option in the name of flexibility. To increase engagement in virtual environments, the Exec team has drafted some expectations that we encourage senators to meet if/when they attend online.
		2. Additionally, a request to the communications committee will be made to establish someone to manage & moderate the teams/virtual environment to assist with engagement. Technical efforts will be made to project the teams meeting onto the conference room screens to support presence and engagement with online attendees.
		3. All [agendas, meeting materials](https://wichitaedu.sharepoint.com/%3Af%3A/r/sites/StaffSenate/Shared%20Documents/General/24-25%20Agendas?csf=1&web=1&e=kapbjR), and [minutes](https://wichitaedu.sharepoint.com/%3Af%3A/r/sites/StaffSenate/Shared%20Documents/General/24-25%20Attendance%20%26%20Minutes?csf=1&web=1&e=svc6Ae) are accessible via the teams for senators to view.
		4. Feedback to screen share remote attendees in order to better interact.
		5. Let the executive committee know if you are going to be unable to attend or if you are going to be remote.
13. Senate Priorities
	* 1. Thank you for your feedback and suggestions. Kennedy has shared these with leadership and will be following up with committee chairs to operationalize next steps, measurement, and publication.
		2. Townhalls
			1. The tentative plan is to do a town hall for faculty/staff and then a town hall for students. They will allocate more time for questions and give constituency heads opportunities to send us topics to discuss in advance. Please send any topics and specific questions to Kennedy to be forwarded onto leadership. More information to come soon.
			2. Likely virtual, not completely sure yet.
			3. Note from Leadership: Based on feedback, they are working to limit the amount of talking to ensure they make time for more questions. They also want to proactively reach out to see if there are topics/questions that we as senate want them to address and be prepared to respond to. They do plan to have Vicki speak on MBC and Zach to speak on State matters, particularly as the inform university funding. Please let Kennedy know by the end of this week if there are topics that we would like them to prepare for.
14. **Senate Committee Updates**
15. Awards and Recognition
16. Communications and Website
	1. Priorities have been posted on the website.
17. Elections
18. Policy Review
	1. Tentative Final approval of the expansion of tuition assistance for graduate programs for dependents/spouses of employees.
19. Professional Development and Service
20. STRIVE
	1. Drafting a funding proposal for this year’s event and committee will be meeting in two weeks.
21. Scholarships
	1. Reviewed application, and some updates will be made.
	2. Preparing a postcard to send to all staff about scholarship opportunities
	3. Raised $500 on Founder’s Day
	4. Hoping to award first scholarship for 2025, application will be available in the Spring.

1. **Campus/University Business Updates & Discussions**
2. Academic Forum
3. Budget Advisory Committee
4. Human Resources (Joint with Faculty Senate)
	1. WuHire has been live for ~1 week. They have received good feedback and are continuing to work through implementation. They are currently working with NBE positions alongside BE ones. For any questions or assistance, please refer to employment@wichita.edu with “WuHire: your topic in question” in the subject line. This will help their team respond as quickly as possible.
	2. Please remember to complete open enrollment.
	3. Please complete the performance review survey. Anyone can fill this out and your input is heavily desired.
5. Legislative Update + KBOR Briefing
6. KBOR will be visiting this week and touring campus.
7. Parking Appeals + Traffic Appeals
	1. Parking & Traffic Appeals Committee – In collaborating with Parking Services, Amy McClintock and Matt Houston along with Emily Martin (as parking staff) have been appointed to a small taskforce to review and discuss this committee structure.
	2. Review of potential parking situation for YMCA employees – are they allowed to park in that lot or adjacent lots (that are already cramped and/or often closed).
	3. Question on are there regulations on parking lot closures in regard to burdening faculty/staff/students?
	4. Any updates on the 2nd/3rd floor parking garage change, and how has that cleared up any other spaces? (How many of those permits have they sold?)
8. President’s Meetings
	* 1. KBOR will be on site this week for their visit.
		2. We have hosted one finalist for the new Provost with two more to follow. Staff senate has ~30 minutes to get to know each finalist. Please attend if your schedule allows. Remember they are interviewing us, just as much as we are interviewing them.
9. RSC Board of Directors
	1. The Starship food delivery program at WSU has been one of the most successful programs in the country. For almost the last year, there have been around 13,000 food order from the RSC.
	2. Dining Services will be opening the Athletic Training Table as a food option for athletes who may have to eat outside of traditional dining hours. Checking on where this will be housed at.
	3. Fujisan has already outperformed the other food concepts they have tried within that location.
	4. Lastly, Dining Services has a survey available through the end of the month. Participants (including staff) can get up to $15 in Shocker Bonus Dollars and an entry to win an electric scooter.
	5. Included in the teams folder is the 2024 RSC Annual report, which has a lot of good information on different data points (I would maybe suggest adding this to the constituent emails as a FYI).
10. UPS/USS Presidents Council (KBOR)
	1. Discussion on the upcoming Docking Survey. We need to determine if we want to participate in this again.

1. **Adjourn/Upcoming Meetings and Events/Shoutouts**
2. November Senate Meeting: Tuesday, November 19, 2024 | 3:30pm-5:00pm | RSC 142 Harvest Room
3. Attend the WSU Wellness Retreat on Oct. 18th at 12pm. Register and find more details here: [www.wichita.edu/wellnessretreat](http://www.wichita.edu/wellnessretreat)
4. The 2024 Annual Security and Fire Safety Report is now available at [https://www.wichita.edu/clery](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.wichita.edu%2Fabout%2Fclery%2Findex.php&data=05%7C02%7CKennedy.Rogers%40wichita.edu%7Cd396e803485c452612b908dce223e639%7Ce05b6b3f19804b248637580771f44dee%7C1%7C0%7C638633891035540667%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=pXgMoi%2FieTenIF%2FiY3nBci%2FpQghOg3HlabnEHrB3c0E%3D&reserved=0).
5. Check the [Events Calendar](https://www.wichita.edu/calendar/index.php?com=searchresult) for upcoming events on campus
6. Cool article in the Sunflower about the Admin group: [https://thesunflower.com/89005/news/admins-support-group-brings-together-wsu-staff-for-breast-cancer-awareness-month/](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fthesunflower.com%2F89005%2Fnews%2Fadmins-support-group-brings-together-wsu-staff-for-breast-cancer-awareness-month%2F&data=05%7C02%7Clyndsay.pletcher%40wichita.edu%7C04cc0069c0d845516af208dceedb5f43%7Ce05b6b3f19804b248637580771f44dee%7C1%7C0%7C638647873164177516%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=Ds4QCE8InH6eCFFBYog%2B2Ca0C%2FMqBbMSuAhIRVgSvfw%3D&reserved=0)