University Staff Senate

June 17, 2025 | 3:30pm-5:00pm | RSC 142 – Harvest Room

Senators in attendance:

Archambeau, Krissy

Bergkamp, Monica

Brooking, Wendy

Brown, Anne Marie

Coffey, Aaron

Duffy, Kevin

Fonseca, Gabriel

Leonard, Chris

Linder, Angela

Ludlow, Daniel

Mendez, Jacob

Nathaniel Johnson

Nguyen, Kendra

Pletcher, Lyndsay

Rees, Margaret

Rogers, Kennedy

Swink, Rhenee

 Senators in remote attendance:

Gimlin, Denise

Smetak, Kelley

Lockhart, Courtney

Bui, Trang

Gutierrez, Kimberly

McCoy, Susan

Senators not in attendance:

Brown, Zachary

Salters, Stacy

Redington, Corby

Pierpoint, Jessica

Kouns, Marissa

Houston, Matthew

Martin, Emily

McClintok, Amy

Pack, Naquela

Guests:

Fran Angell, Julissa Khan,  Brooke Allan, Jennifer Eastham, Jasmine Sosa, Sadi Roberts, Abigail Burgess, Lisa Clancy, Courtney Henry, Marco Villela, Sara Mata

1. **Call to Order**
   1. [Approval of Minutes](https://wichitastate.co1.qualtrics.com/jfe/form/SV_5yScuZfUW6JL794) – Electronic
2. **Discussion and New Business**
   1. Staff Senate Internal Awards and Recognition
      1. Rising Star: Nathan Johnson
      2. Outstanding Achievement: Angie Linder
      3. Committee of the Year: Shocker STRIVE
      4. President Appreciation: Kennedy Rogers
   2. New Senator Orientation & Senate Retreat – July 15, 2025
      1. Orientation | 9:00 am – 12:00 pm | Only new Senators
      2. Retreat | 12:00 – 5:00 pm | Everyone & Lunch Provided
         1. E-mail will be coming out for any accommodations needed.
   3. HR New Employee Orientation
      1. Senate visibility in the New Employee Orientation – inviting a representative into the 1-2 hour live webinar held as part of orientation for a quick introduction and invitation for engagement. If interested, the entire senate will be invited to take a slot on the sign-up sheet for each orientation time. This is our opportunity to spread the word and invite all new hires to interact with Senate.
      2. We will provide a suggested script for anyone that signs up, and Sadi Roberts from HR will help to facilitate the interaction (2-3 talking points, share how to interact with us, and have the Senator introduce themselves as a point of contact).
      3. Angie has worked with HR about maybe planning for a quarterly new hire brown bag lunch for any new hires and an opportunity for connection and networking.
         1. Can we add to what HR is doing and turn this into a professional development opportunity?
         2. Feedback to ask about HR’s review to potentially look at moving the orientation back to in person rather than remote. Kennedy/Jacob can add this to the next HR Team meeting for discussion.
         3. Maybe if HR would be willing to share a list of new hires, we can divide it up, we can personally invite them each to the planned luncheon (or at least reach out for a personal connection if no luncheon is planned).
         4. Kennedy and Angie will touch base with HR again to clarify timeline and sign up dates and send out communication to all Senators. HR is also willing to share a link to the Senate webpages on the Orientation schedule.
      4. Are employee dependents able to receive tuition assistance after a parent passes?
         1. Policy Commiteee can look into this and get some clarification. Denise has shared that retirees are not currently allowed to utilize the benefit but a KBOR or State process that would have to approve this.
      5. Can we ask that HR look into offering pet insurance as an optional enrollment?
         1. Note: Some employers offer a pet bereavement policy.
3. **Old Business**
   1. Executive Team Elections
      1. Krissy will send out an e-mail with the list of duties attached, inviting all current senators to respond and nominate (through June 27th) and then vote for executive positions.
         1. Anyone accepting a nomination will be asked to respond by June 30th with a brief bio for posting, then the voting will be opened until July 2nd.
         2. Nomination form is through Qualtrics, and if you have more than one nomination for each position, please add it to the same text box.
            1. VP, President Elect, Secretary, USS Representative (Angie Linder is the only one who meets the qualifications currently). Any additional questions, please send out an e-mail to anyone currently on the Exec Board or send an e-mail to the current person in that role or anyone who has previously served.
            2. VP is slightly more technology skill reliant, regarding Qualtrics and some webpage management for elections. Secretary is steady work throughout the year, mostly taking minutes and working with the President on their notes. President Elect has a long learning runway for a whole year before most of the work is needed.
4. **Senate Committee Updates**
   1. Awards and Recognition – no updates.
   2. Communications and Website - still working on logo and branding over the summer.
   3. Elections - Already shared an update (above).
   4. Policy Review - no updates.
   5. Professional Development and Service – Event in early June for sculpture tour, but required a last minute shift to Ulrich tour of close sculptures and indoor back up. Had 33 people attend the event.
   6. Scholarships – no updates.
   7. Shocker Strive – no updates.
   8. Admins Coming Together – next meeting will be in September, watch for communications.
   9. Review moving August meeting – third week puts it on the first week of the semester, and as a Senate need to evaluate moving or not holding that meeting. We will hold space for discussion in the July meeting to review the potential movement of the August meeting.
   10. Designate a specific time for the retreat that will be our formal business meeting in order to accommodate Kansas Open Meetings requirements (include Senate priorities, onboard new Senators, and hold space for any other actual business needs that will need to be a part of it).
5. **Campus/University Business Updates & Discussions**
   1. Academic Forum – no updates.
   2. Budget Advisory Committee – no updates.
   3. Human Resources (Joint with Faculty Senate) – didn’t meet for June meeting (low attendance and no additional discussion items). Hanover and Docking Surveys should be released soon (maybe late July or potentially August).
   4. Legislative Update + KBOR Briefing – no updates. Looking at establishing a council of staff senate presidents with the KBOR board – this was approved but facilitation information will be shared soon.
   5. Parking Appeals + Traffic Appeals - no updates. Administration is looking at the appeal process, creating a taskforce to evaluate the appeals process. They are also looking at the Transportation Committee for any needed changes.
   6. President’s Meetings – no updates. President’s Retreat was in June, Jacob will share more information in the July meeting regarding some of this conversation.
   7. RSC Board of Directors – no updates.
   8. UPS/USS Presidents Council (KBOR) – no updates.
   9. Library Committee – contact has reached out to potentially have a Senator be on this committee as it is started back up. Anne Marie Brown will attend the meeting to gather more information including if they are seeking appointment to this committee.
   10. Question regarding the compensation communication from the President – is there additional information that is going to be shared? HR is sending out communication directly to leaders for people that received compensation changes by the end of the month, so leaders should be sharing communication with those employees that are affected.
       1. Note, feedback that more communication would be coming from leaders or something like this in that communication that came out from the President.
   11. The WuHire Training that was recently shared was designated to people that have not previously gone through the training before, not for every person that will be going through hiring.
6. **Adjourn/Upcoming Meetings and Events/Shoutouts**
   1. July Senate Meeting: Tuesday, July 15, 2025 | 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. Check the [Events Calendar](https://www.wichita.edu/calendar/index.php?com=searchresult) for upcoming events on campus