University Staff Senate

February 21, 2023 | 3:30pm-5:00pm | [ZOOM](https://wichitastate.zoom.us/j/91536019598?pwd=N2RMaXpaeDNzRzZacEZUU2tBTTZYZz09)

1. **Call to Order**
   1. Minutes approval process – Electronic
   2. Committee Reports/Updates – Submitted in Advance
2. **New business**
   1. Human Resources team to present about Market Based Compensation plan – both outcomes from FY 2023 and plans for FY 2024
   2. [Student Success and Persistence](https://www.wichita.edu/academics/student-success-and-persistence/index.php) initiative kicked off at Town Hall 2/7/2023
      1. Visit website for more information (link above)
      2. Watch the [Town Hall online](https://www.youtube.com/watch?v=zYyadM9rMQk&t=5178s) via YouTube. (First 30 minutes are videos of campus – the presentation begins at the 32:17 mark)
      3. Think about how YOU can make a difference
   3. Faculty Senate President & I met informally with the SGA Speaker. We decided we should formalize a plan to work together toward common goals. We will have our first formal meeting on Friday, March 24th, to lay the groundwork of continued collaboration.
   4. Library Appeals committee has been reinstated; since they changed their policy about fines, there have been no requests for appeals, but now we have some to review. They reached out to me as I’ve served on the committee before, so I will take that on again. Meeting likely will be in April
   5. Met with new OIEC Executive Director Courtney McHenry to discuss what his group does, and what might be needed. He will be joining us at the April meeting to present to Senate about his area.
   6. New Talent Management System software implementation project will be launching soon; the project manager reached out to ask for names of staff who might want to be a part of one of the committees that will help with implementation. This implementation will focus on the Talent/Hiring piece of the system, so I reached out to staff members (not just senators) who have experience in that area to ask for volunteers. Names will be provided to project manager by end of day on Feb 20th.
3. **Old Business/Reminders**
   1. Two policies we have reviewed in the past have finally made it through all review levels and were approved by PET. These will soon be updated in the policy manual.
      1. Policy 3.41 Separation of Employment – could be faculty or staff. Updated language for clarity. (Reviewed by senate in August 2020)
      2. Policy 3.15 Internal Dispute Resolution – staff only. Gave more clarification on how the process takes place and is administered (reviewed by senate in May 2021)
4. **Committee Updates - provided in advance**
   1. **Senate Committees**
      1. **Awards and Recognition** 
         1. Stopped taking nominations on February 3rd for Distinguished Service Awards
         2. Received 11 nominations
         3. Committee met February 10th to review nominations
         4. 5 top nominations sent to President Muma to review for determination of who will be the Wayne Carlisle award recipient.
         5. Winners will be notified in March
         6. Teresa Moore is taking over as committee co-chair as Jessica will be starting maternity leave in March.
      2. **Communication and Website**
         1. Committee met on Feb 2nd to check in, discuss upcoming duties, and revisit the recent website changes.
         2. Have begun working on a Communications Committee guide to assist future committee members.
      3. **Elections**
         1. Will have first meeting week of 2/20 to begin the process for the next election cycle.
      4. **Policy Review**
         1. No updates at this time
      5. **Professional Development and Service**
         1. Have been working on understanding the previous WSU KLC Leadership program that was previously implemented through Peter Cohen in hopes we can discuss further with HR to provide as an option for PD. Next month we will have a meeting with some of the past participants. The idea would be to create a working group and then present to HR.
         2. Will meet with Paula Seiwert with CMD next month to learn about what leadership classes/opportunities they have
         3. Looking into a Community Engagement award within the parameters of the Distinguishes Service award
         4. Spring – tour of NetApp (date to be announced)
         5. Considering hosting a focus group type of event to capture professional development interest – listening session to gain feedback

(Continued on next page)

* + - 1. Service Opportunities:
         1. Innovation Campus Build: Build a home in the Shocker Neighborhood alongside our Innovation Partners [**Volunteer online**](https://wichitahabitat.volunteerhub.com/vv2/lp/InnovationBuild)
         2. The first [Open Streets ICT @ WSU & Shocker Neighborhood](https://www.wichita.gov/ParkandRec/OpenStreetsICT/Pages/default.aspx) opportunity to show our Shocker Pride!

[Vendor Registration](https://web2.myvscloud.com/wbwsc/kswichitawt.wsc/search.html?Action=Start&SubAction=&_csrf_token=50691145fd85185a0543be8691fef332f830f485536cb6db7d011a80ae8e1275&module=AR&keyword=Open+Streets&type=Hobbies+and+Leisure:+Hobbies+and+Leisure&subtype=Special+Events&primarycode=&keywordoption=Match+One&endmonth=&grade=&beginyear=&gender=&dayoption=Any&showwithavailable=No&spotsavailable=&display=Detail&multiselectlist_value=&arwebsearch_buttonsearch=yes) (Free for WSU)

[Volunteer sign up](https://docs.google.com/forms/d/e/1FAIpQLSdpB1Uf4kegZMRt0CA_5PkMjlW7YR9shM_hn_kCPWlZE2br_g/viewform)

* 1. **Campus/University Business Meeting Updates – provided in advance**
     1. **AOC (Academic Operations Council)**
        1. No updates at this time
     2. **Budget Advisory Committee**
        1. HR presented the FY 2023 MBC data and outcomes and the FY 2024 goals and plans.
        2. Have received over $20 million worth of GU Funding requests for FY24 – These will be reviewed in future meetings to determine what requests will take priority.
     3. **Human Resources Meeting (Joint with Faculty Senate Reps)**
        1. Joint Councils asked a question about hiring practices and whether agencies share lists of those not eligible for rehire, and if background checks are required after employment. We presented those questions to HR and they provided responses that will be shared back to the Joint Council. In brief – no sharing is done, and background checks are not generally done after hire unless the work area requires it – such as the Child Development Center, which requires yearly checks on their employees. IDP requires it for some employees due to the requirements for federal grants or contracts.
        2. Faculty senate president inquired about the possibility of having more leave available for COVID and/or mental health. While we won’t be returning to COVID leave policies, we do have the shared leave program, which allows employees to apply for leave when they may have exhausted their own.
        3. Update from Conversations with Institutional Effectiveness – Ashlie invited HR and other areas of the university to share what we were doing from the recommendations from the Hanover Survey. Constituents from many areas provided feedback – next meeting will be scheduled soon relative to discriminatory language and practices. Survey said process was not fair or clear – did not trust that it would be handled properly.

(Continued on next page)

* + - 1. Briefly discussed the MBC plan that will be presented in detail at the 2/21 senate meeting
         1. Pay ranges will be updated regularly keeping in line with changes to the market.
         2. As reviews occur of market and positions, it’s possible that pay ranges could change significantly, or the positions may have their level changed
    1. **KBOR Briefing (Meeting 2/17/23)**
       1. Have gained approval from KBOR to do the RSC expansion – this just means we have approval, not that we are going to start on it. Still have to get full approval for funding. Current bonds will be paid in July 2024, so possible at that time to take a new bond for the expansion.
       2. Approval for the renovation work for the McKnight Printshop HVAC system; originally the cost was under $1,000,000, but with inflation estimates have gone higher so had to seek formal approval.
       3. Approved acceptance of Cambridge A-level credit by exam. Concern that faculty may push back as lowest acceptable grade for credit is a D-
       4. Approved changes to student health insurance plan and new rates (details will be released soon)
       5. Approved new UG degree from KU in operations management
       6. Vote was 3 – 3 on the proposed Criminal Justice degree at KU; must be unanimous out of COPS to go to KBOR for approval, so now it will go to BAASC for consideration.
       7. KU is requesting an exception to be allowed to transfer more than 60 hours into a bachelor’s degree; other schools want that to be approved as a new policy for all, so it will be reviewed for policy change and come back around for discussion
    2. **Legislative Update (Meetings 1/27/23 & 2/10/23)**
       1. Zach Gearhart posts updates to the Gov’t Relations page: <https://www.wichita.edu/administration/government_relations/updates.php>
       2. A number of bills have been introduced on both Senate and House sides that could impact higher education, so we will be watching those to see if they are approved.
       3. Right now there has been no discussion that would change what the governor has recommended for the FY 2024 budget.
    3. **President One-on-One**
       1. Continued discussion about the funding for pay increases; still hopeful that the governor’s suggested budget will pass with the pay increase piece in place.
       2. We discussed the possibility of trying to stagger the Docking Survey and the Hanover survey so they aren’t happening at the same time – possible reason that there was such little response to the Docking survey. Some schools discussed whether they would continue with Docking – so that’s something we could look at as well. Especially if KBOR is not doing anything with the data.
          1. If we stopped doing Docking, we’d possibly modify the Hanover survey to capture the questions we think are important from the Docking survey
    4. **RSC Board of Directors**
       1. The board approved the FY24 Budget and reviewed capital projects for next year
       2. Voting to replace Breakfast & Co should happen sometime this semester, but don’t have specific date yet.
    5. **Traffic and Parking Appeals**
       1. The committee continues to review parking appeals. Please continue to be alert of game days. If you are not sure that you have signed up for game day alerts, see link, <https://www.wichita.edu/services/parking-1/text-alerts.php>.
       2. Additionally, if you are attending the game or participating somehow during the game and need to park, you will need to have a hangtag. See the SASO Map link and information: <https://www.wichita.edu/services/parking-1/images/22-23SASOmbbMap.pdf>
    6. **UPS/USS President’s Council (KBOR) (Meeting 1/24/23)**
       1. Unionization at KU is ONLY for faculty and academic staff. Academic staff are a unique status at KU – they are in a kind of grey area, but align more with faculty than with staff. Tend to be researchers. NOT USS or UPS staff.
       2. PSU has a faculty union only
       3. ESU is not aware of a unionization effort, but if there is one being discussed, it’s likely by faculty hoping to gain more protections after the layoffs last year.
       4. Discussion about sharing of hiring/background check information – detailed on HR meeting update section as it required their feedback for response.
    7. **VP of Finance & Administration One-on-One** 
       1. Belief that the salary increase in the governor’s proposed budget will stay in place because legislators are having a hard time filling their own staff positions due to lower pay
       2. Discussed various scenarios relative to what we might expect for funding at WSU depending upon the final state allocations
       3. Could allow a tuition increase, though likely less than 3%

1. **As May Arise**
2. **Upcoming Meetings/Events**
   1. A variety of Town Halls are going on for different colleges and areas – consider attending the one associated with your area
   2. Next Senate meeting – March 21, 2023 – 3:30pm
   3. Check the [Events Calendar](https://www.wichita.edu/calendar/index.php?com=searchresult) for upcoming events on campus