University Staff Senate

March 21, 2023 | 3:30pm-5:00pm | RSC 265

1. **Call to Order**
   1. Minutes approval process – Electronic
   2. Committee Reports/Updates – Submitted in Advance
2. **New business**
   1. [Barton Speaker](https://www.wichita.edu/administration/president/events/barton_speaker_series/index.php) – Cody Keenan, speechwriter for Barack Obama
   2. Senate Elections
   3. Professional Development and Service updates
   4. WSU Masterplan – Campus Engagement
   5. Parking Committee meeting
   6. Becoming an anti-racist university
3. **Old Business/Reminders**
   1. Executive Committee will be reviewing Bylaws and Constitution; once updates are made we will present to the senate for review/vote.
   2. Update on Docking Survey Committee recommendations
   3. Questions/concerns relating to HR presentation at the last meeting?
4. **Committee Updates - provided in advance**
   1. **Senate Committees**
      1. **Awards and Recognition** 
         1. The committee presented President Muma with the top 5 nominations for President’s Distinguished Service Award, and from those nominations, he selected the Wayne Carlisle Award recipient. The other top 4 will be Distinguished Service Award recipients.
            1. We had many great nominations overall this year!
            2. Nominees, nominators and Staff Senate Executive team have been notified of who the award recipients will be.
            3. Awards Ceremony will be **May 5, 2023 in Woolsey Hall.**
         2. Jessica Pierpoint, co-chair of the Awards Committee, is now on maternity leave pending the arrival of our 2023 Senate Baby! Teresa Moore is now taking over as primary chair until Jessica’s return in June.
      2. **Communication and Website**
         1. Committee met on March 1 to discuss the Communications Committee Guide, with a goal of completing the guide by May.
      3. **Elections**
         1. The Elections Committee met in March to finalize dates and election set up.
            1. Election Nominations will open on March 27th and run through April 5th.
            2. There are 6 Exempt positions available and 9 non-exempt positions.
            3. Once the Nomination process closes, the Elections Committee will reach out to those nominated to request a photo and bio for the website.
            4. Staff Senate elections are set for April 24th through May 1st.
            5. **Please encourage all staff to participate!**
      4. **Policy Review**
         1. No updates at this time
      5. **Professional Development and Service**
         1. Two meetings were held to learn and discuss professional development opportunities.
            1. Center for Management Development

Due to the committee contacting (thanks Teresa Moore) and scheduling a meeting with the Center for Management Development, Paula Seiwart was able to speak with the CMD director and CMD is now back to offering 20% off their public classes to WSU staff! This occurred a few years ago but had not continued since before 2019 I believe she said. Tuition assistance is still not allowed to use but this is a conversation we brought up to Jason Bosch in the meeting and he would share with Senate President to bring up to HR.

Not a lot of WSU staff currently enrolled and maybe the 20% off will help increase that.

Leaning on the culture of learning: investing in staff to take a class is an economical way to spend training dollars. Paula will also send an email to the supervisor of the registered staff with a few coaching skills and then a debrief after to help translate the learning into the job.

Coffee, soda, water and a light breakfast are included, as is lunch!

* + - * 1. KLC Conversation with Staff Senate & Professional Development Committee – **March 23rd 2 -3 pm** in the Shocker Hall Multi Room (inside Building A)

A cohort of Student Affairs faculty and staff that went through the Transformational Grant with KLC started meeting and we would like to open that up and invite anyone who has ever attended any of the KLC programing/classes/trainings to join the next meeting. This is an opportunity to come together as a peer mentoring group and discuss how we can utilize the skills learned together.

* + - 1. Tour of NetApp – April 11th from 11 – 12:30pm
         1. All attending will need to register within NetApps system and sign an NDA – this is being worked out now
         2. May need to come early to register with NetApp or they will send something out prior
      2. Service Opportunities:
         1. April 1 – Touch Up Shocker Neighborhood – [volunteer online](https://wichita.galaxydigital.com/need/detail/?need_id=785575) by Friday, March 31st.
         2. April 16 – Open Streets ICT @ WSU and Shocker Neighborhood. [Register online](https://docs.google.com/forms/d/e/1FAIpQLSdpB1Uf4kegZMRt0CA_5PkMjlW7YR9shM_hn_kCPWlZE2br_g/viewform) by Sunday, March 26th
  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. No new updates at this time – next meeting (open to all) is Friday, March 24th at 3pm in RSC 233
     3. **Human Resources Meeting (Joint with Faculty Senate Reps)** 
        1. Follow up on employee ADA support through Disability Services
           1. Disability Services can be used by staff IF it is an approved accommodation through the standard HR accommodation review process.

There is some concern of a liability issue for people with mobility issues in terms of their ability to get on and off the golf carts being used currently. Teri Hall’s team, in conjunction with facilities, is looking at other options for this type of transport that might be better.

Other issue – not staffed currently to provide door-to-door transportation support that they had in the past.

* + - 1. Update and next steps on wellness rooms and policy review
         1. This is related to being recognized as an employer supporting breastfeeding – working on applying for a small grant to improve amenities, etc. Jolynn Dowling, Faculty Senate president-elect, is working with HR on this.

Currently have about 14 wellness rooms on campus (including satellite campuses)

OIEC website info needs to be updated to separate wellness room info from accessible bathrooms as lactation rooms need to be more than just a restroom.

Jolynn will fill out the paperwork and send it to HR for review; HR is working on updating wording on policy.

* + - 1. Talent Acquisition transformation project
         1. Have contract signed with the vendor – ready to move forward
         2. Krista Thacker is the project manager and will be meeting with the company reps to get things started
         3. Communication will go out soon, possibly additional asks for more committee members

Will provide a calendar along with an idea of time commitments for committee members

Ask for suggestions for a name of the project, possibly with a reward for the chosen name.

* + - 1. ICAA HR person (Jania Kistler) is retiring, so her duties are being transferred to HR.
         1. ICAA has different benefits and plans
         2. Update will be going out after spring break to ICAA about who their contacts will be after everything transitions to HR.
    1. **KBOR Briefing** 
       1. No updates; March KBOR meeting is this week
    2. [**Legislative Update**](https://www.wichita.edu/administration/government_relations/updates.php)
       1. No updates at this time – next meeting is on Friday, March 24th
    3. **President One-on-One**
       1. No update – have not met in March
    4. **RSC Board of Directors**
       1. No update – board meets quarterly
    5. **Traffic and Parking Appeals**
       1. Nothing new to report
    6. **UPS/USS President’s Council (KBOR)** 
       1. No update – next meeting is March 28th
    7. **VP of Finance & Administration One-on-One** 
       1. No Update, did not meet in March

1. **As May Arise**
2. **Upcoming Meetings/Events**
   1. Cody Keenan, Barton Series Speaker – 6pm, March 30, Weidemann Hall
   2. Next Senate meeting – April 18, 2023 – 3:30pm, Room 142 RSC
   3. Check the [Events Calendar](https://www.wichita.edu/calendar/index.php?com=searchresult) for upcoming events on campus