

January 9, 2003

**Unclassified Professional Senate**

**Meeting Minutes—January 9, 2003**

Room 425, Ahlberg Hall

- I. Call to order: President Erickson called the meeting to order at 8:35 a.m. in 425 Ahlberg Hall.
  - a. Senators present: Tom Brock, Connie Dietz, Mike Erickson, Rob Gibson, Marsha Gladhart, Ellie Skokan, Dotty Harpool, Klent Harkness, Rich Renollet, David Butler, Kevin Crabtree, John Lee, Kaye Monk-Morgan.
  - b. Senators absent: Sue Burdette, Linda Matson, Billy Wynne, Joe Kleinsasser.
  - c. Ex-Officio members present: Mike Turner.
  
- II. Review of agenda: President Erickson reviewed agenda, nothing added.
  
- III. Review and approval of December 6, 2002 minutes: Motion to approve the minutes was made by Senator Harpool, Seconded by Senator Brock. Motion passed 10-0.
  
- IV. Committee Reports
  - a. Service: No Report
  - b. Professional Development: No Report
  - c. Recognition: President Erickson will discuss during New/Continuing Business.
  - d. Legislative: Senator Dietz reported that she attended part of the South Central Legislative Delegation meeting. Senator Dietz circulated a state budget handout from the meeting and reviewed it with the Senate. Senator Dietz was able to hear President Beggs speak and reported that Dr. Beggs teamed up with Winston Brooks and talked about education as a whole. President Beggs stated, “If any part of education is weakened, the whole system is weakened” and he reassured everyone that, “you will receive a quality education from Wichita State University”. Senator Dietz asked if the Legislative Committee could survey the Unclassified Professionals with a revised survey that was last used March 2001. That survey’s focus was salaries. The committee would like to focus this time on trying to educate the Board of Education on who Unclassified Professionals are and the services we provide to WSU. Senator Gibson asked if they could include a question about benefits. Mike Turner asked for a question about community service. Senator Harpool stated that recently the Dean of Business asked them what they do outside their job and they could possibly use that type of wording for the question. Senator Harpool made a motion to have the Legislative Committee go ahead and survey Unclassified Professionals and Senator Harkness seconded it. Motion passed 11-0. Senator Dietz will send the new survey to all the Senators for feedback before sending out it to all Unclassified Professionals.

Senator Dietz reported that the Kansas Board of Regents is planning to host a Higher Education Week in Topeka and our assigned day is February 26<sup>th</sup>. Senator Dietz stated Eric Sexton said only University of Kansas also has an organized unclassified professionals group in the state and they will be in attendance. Senator Dietz also passed on that Mr. Sexton complimented the Unclassified Professional Senate’s work and organization. The group will be invited to the Sedgwick County Delegation Luncheon and sit in the audience

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where the group will be introduced and recognized. The Legislative Committee would like to limit the invitation to all the UP Senators and Legislative Committee members only because the members of these groups are well informed and up to date on the current issues. President Erickson asked what size group should go? If everyone invited goes our group would be about 22 people. Senator Dietz stated that Mr. Sexton did not put a limit on the group size and was fine with about 22 people going. People going will not have to take a personal day since the KBOR invited them and it is related to their service at WSU. President Erickson asked Senator Dietz to continue to work with Mr. Sexton on the plans and if possible we could meet with the group from KU while there. Senator Dietz will send the newest State Legislative Committee lists through the listserv.

e. Grievance: No Report.

V. New/Continuing Business

- a. Employee Recognition Program (Revisit proposal from last fall): Senators reviewed the written proposal. President Beggs is asking for feedback and wants specific changes to wording and approval/disapproval of the proposed format. President Erickson asked if the wording is acceptable or needs changes. Senator Butler suggested that we should leave it to the Vice Presidents because each division is structured differently so no one set of criteria will work for everyone. Mike Turner said that the state is looking at it to see if there should be a separate classified and unclassified program or just one all-inclusive program. Senator Gibson asked what would be the criteria? Will it be what the state outlined? Mike Turner said the criteria from the state are in five categories: Distinguished Accomplishment, Meritorious Service, Innovation, Kansas Quality Management (a state program that never materialized at WSU) and Volunteerism. The criteria could be up to each Vice President, but it should be consistent. Senator Brock asked if this award replaces the President's Distinguished Service Award? President Erickson said it does not. Senator Brock asked if the award becomes part of the base salary like faculty awards? President Erickson said it does not, it is a one-time award. Senator Gibson asked if there was just one winner? Mike Turner said it is up to each division Vice President as to how many winners they will have in their own division. It is more of a recognition award as this is not a large sum of money. President Erickson asked if the Senate supports the proposal as written? Senator Butler made a motion a support the proposal as written, Senator Brock seconded it, and motion passed 12-0.
- b. Awards Committee/Chairperson (Recommendation for President's Service Awards): President Erickson received a letter from University Communications with the schedule for when recommendations for the President's Service Award needs to be submitted. About half of the Awards Committee members are no longer working at WSU. We need to get a committee together and get the nomination forms out soon. President Erickson talked with Anita Kirkpatrick about chairing the committee but she declined. President Erickson will contact the unclassified professionals that indicated that they were interested in serving on the Awards Committee on the interest surveys. Senator Harpool stated that the School of Business now has the people who won the award last year serve on their committee the next year and this seems to work well for them. President Erickson said we would solicit nominations from not just unclassified professionals but the entire campus. Senator Dietz said people need more than 2 weeks time to submit their nominations and President Erickson agreed. We will

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try to get the nomination forms out by February first and have a deadline to turn them in of March 1<sup>st</sup>.

- c. Election of Senate President –Elect for FY2004: President Erickson said that according to the Senate Constitution it was time to elect a new President-Elect. Senator Brock asked if nominations were restricted to only Senators who will still be serving during FY2003? President Erickson said it was not. Term limits are not considered. If a Senator is on their second term they can still be elected president. Senator Dietz nominated Senator Harpool. Senator Harpool said she is willing to serve. Senator Skokan made a motion to elect Senator Harpool as President-Elect for FY2003 by acclamation, seconded by Senator Dietz. Motion carried 10-0. Congratulations to President-Elect Harpool.

VI. As May Arise

- a. Senator Harpool stated that the Faculty Senate has tabled the Food Service Policy that the Unclassified Professional Senate approved and has not acted on it. Senator Harpool would like to ask President Erickson to make a request for the policy to be acted on by the Faculty Senate. President Erickson will do so as soon as possible.

VII. Adjourn

- a. A motion to adjourn was made and seconded and passed 10-0 at 9:35 am.
- b. Next meeting will be January 23, 2003 followed by February 6, 2003.

Meeting minutes submitted by Kevin Crabtree, Unclassified Professional Senate Secretary