



# Unclassified Professional Senate Archives

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Unclassified Professional Senate

Academic year 2019-2020

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## Meeting of August 20, 2019 Minutes

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**Additional information:** Digitized by University Libraries Technical Services and archived in SOAR: Shocker Open Access Repository at:  
<https://soar.wichita.edu/handle/10057/14238>

# UP and USS Joint Senate Meeting Minutes

Tuesday, August 20, 2019, 9-11 a.m. RSC 142

**In Attendance (UP Senators):** Julie Scott, Camille Childers, Jeanne Patton, Krysti Carlson-Goering, , Judi McBroom, Gabriel Fonseca, Susan Norton, Heather Perkins, Deb Wagner-Kirmer, Sally Fiscus, Trish Gandu, Lisa Clancy, Tyler Gegen, Ellen Abbey, Kayla Jasso, Alison Babb

**In Attendance (USS Senators):** Matt Houston, Rosemary Hedrick, Sheryl McKelvey, Connie Basquez, Angie Linder, Donna Hughes, Sandra Goldsmith, Jama Challans, Lisa Wood

**Guests:** Kaye Monk-Morgan

## I. Call to Order

- Announcements or Proposals: None
- Minutes Approval Process: Minutes from the July 16<sup>th</sup> meeting were approved electronically. Senators were reminded that they can add comments in the Qualtrics survey to what needs to be changed or added for them to approve the minutes.

## II. Old Business for USS & UP Senates

- **Results of UP Senate Election for Vice President/President-Elect:** Trish Gandu has been elected the Vice President/President-Elect and will serve as UP Senate President during the 2020-2021 year.
- **Status Update:** KBOR Survey for USS & UP Staff from the Docking Institute. Matt, Camille, Sheryl, and Julie met with President Tompkins to review the survey, and Matt and Julie are following up with any identified concerns. President Tompkins and Provost Muma offered funding to enable a WSU researcher to pull the WSU survey comments into themes/categories. The USS and UP Councils have phone calls with the other KBOR schools later this month to discuss the timeline for releasing the survey results. The Docking Institute will present the aggregate results at the September KBOR meeting.
- **University Policies Reviewed – Status Updates:** Volunteer Policy reviewed last year received a lot of feedback and the PET also provided feedback. Several policies have come out that were updated, including the new travel policy. Some of the policies will bypass the Senates due to compliance-related issues. Please read through new policies and send any questions to either Julie or Matt.

## III. New Business for USS & UP Senates:

- **Strategic Plan Update/Presentation – Kaye Monk-Morgan, Asst. Vice President for Academic Affairs:** During the past year, Activation Teams have helped update and refresh Wichita State's current strategic plan and goals.  
One recommendation to vision statement was to modernize and change the wording from "nationally recognized" to "globally recognized."  
Previously, the strategic plan identified seven goals, while the new plan will have five. The draft of the goals are as follows:
  1. Student Centeredness – Promote holistic-student success through a supportive learning environment in which all our students... past, present and future, continually thrive and grow.

2. Campus Culture – Empower students, faculty, staff and the greater Wichita community to create a culture and experience that meets their ever-changing needs.
3. Inclusive Excellence – Be a campus that reflects and promotes – in all community members – the evolving diversity of society.
4. Partnerships – Advance industry and community partnerships to provide quality educational opportunities and collaborations to satisfy rapidly evolving community and workforce needs.
5. Research and Scholarship – Accelerate the discovery, creation and transfer of new knowledge.

Work of the strategic planning committee defined the new five goals based on recommendations from the activation teams. The University will also define university-wide priorities each year and put assessments in place to measure the success of the goals and priorities.

The Provost's Office has created an online-system through Team Dynamix so departments/colleges can identify strategies they would like to see put in place and indicate where they would like it to fit, what the tactics are, and what strategy it belongs to. The tactics belong to the unit.

Ultimately, the updated process will put the emphasis on measuring how our strategic plan is working. The goal is to make the Team Dynamix system/tool available to campus after the Strategic Plan Town Hall meeting on September 19<sup>th</sup> and keep the system open for submissions through late November. Please send any comments or ideas to Kaye Monk-Morgan.

- **Shocker Circle Keepers Handout:** Handout was not available yet, but will be distributed to campus soon. Staff are encouraged to participate in events coming up September 23-29, 2019. Additional information is available at the Shocker Circle Keepers website: [https://www.wichita.edu/academics/academic\\_affairs/shocker\\_circle\\_keepers.php](https://www.wichita.edu/academics/academic_affairs/shocker_circle_keepers.php).
- **2019-2020 Goals Handout & Committee Tasks/Charges:** Provided a draft copy of this year's goals for each of the Senate committees. Each committee should develop a to-do list/timeline of tasks for the year along with contacts that can be included in a committee handbook and provided to the next chair in order to better transition responsibilities. Each committee should also assist with developing the Senate's strategic plan by identifying what tangible goals they would like to achieve in the coming one to five years.
  - I. Archives
    - Charge: Research storage options for historic and current Senate materials so that they are accessible to current Senators and make a recommendation to the Senate for review/discussion. Transition materials to the approved location.
  - II. Awards/Recognition
    - Charge: Collaborate with USS/UP Senates to create a single nomination form. Increase the number of nominations received. Develop process for informing staff and their supervisors of their nomination.
    - Task Force: Review and offer recommendations for alternative staff recognition/incentives. Findings will be shared with Human Resources by November 1, 2019.
  - III. Communication

- **Charge:** Prepare monthly meeting summaries for distribution and coordinate Senator pictures for the Senate websites. Support and provide editorial and distribution guidance to their committees as needed – election announcements, service events, etc.

#### IV. Election

- **Charge:** Hold elections for both Senates and increase voter participation across campus both for UP and USS Senates.

#### V. Organizational Governance

- **Charge:** Bring any necessary Constitutional updates before the Senate/constituents for a vote. Develop a written, strategic long-range plan for the Senate by May 1, 2020.

#### VI. Policy Review

- **Charge:** – Evaluate pending and current policies to predict the effect for staff. Solicit feedback from the Senate – and staff when requested – on policy issues of concern and communicate that feedback to Senate leaders for distribution to Human Resources and/or the President’s Executive Team.

#### IV. Service

- **Charge:** Coordinate the first annual Stock the Shocker Support Locker challenge with Faculty Senate. Collaborate with the appropriate offices for a list of supplies needed, plan the rules for the challenge, and coordinate the marketing and timing for the event.

#### IIV. Website

- **Charge:** Determine if the Senates should combine our website presences to reduce the workload in managing the sites and streamline the content available to staff.
- Joint Faculty/USS/UP Senate Meeting – Tentatively scheduled for September 30<sup>th</sup>, 3:30-5 p.m. The location will be announced once the meeting date is finalized.
- Fall General Meeting – USS/UP Staff
  - i. Format and Speaker Suggestions: Send your ideas to Matt or Julie.

## IV. Committee Updates & Discussions

### Committees:

- **Archives** –No updates at this time.
- **Awards/Recognition** – No updates at this time.
- **Communication** – Sent first communication after July meeting and will prepare August meeting update. A request was made for new /revised constituent lists to reflect new employees for FY20.
- **Election** – No updates at this time.
- **Organizational Governance** – No updates at this time.
- **Policy Review** – No updates at this time, but HR will be sending 3-5 policies for fall review soon.
- **Professional Development & Grow at WSU Website:** Discussed that the Grow at WSU website and database has been fixed and committee members can again begin entering in development opportunities into the database.
  - **Charge:** Determine how the Senate can support professional development participation across campus and the various initiatives already in motion with the Grow at WSU website.

- **Service** – The upcoming Stock the Shocker Support Locker challenge to the Faculty Senate was announced at the Back to School event on August 14<sup>th</sup>. The committee will work out the logistics and details and announce them at a later meeting.
- **Website** – No updates at this time.

#### Campus/University Business Meeting Updates:

- AOC (Academic Operations Council) – First meeting is set for September 13<sup>th</sup>.
- Budget Advisory Committee – No updates at this time.
- Legislative Update – No updates at this time.
- Library Appeals – No updates at this time.
- Human Resources Joint Meeting – No updates at this time; the next meeting is August 29<sup>th</sup>.
- Parking – No updates at this time.
- President's Council – No updates at this time; the next meeting is August 26<sup>th</sup>.
- President's One-on-one – No updates at this time; the next meeting dates should be scheduled soon.
- RSC Board of Directors – Andi Stipp from the Shocker Bookstore made a presentation at the RSC Board of Directors meeting about the Access Now subscription service, a program that may offer savings on electronic books for students that has been implemented at WSU Tech. Discussion among the senators followed and the Senate agreed that this was not a staff issue. The issue will be left for faculty and student senates to discuss.
- Traffic – No updates at this time.
- UPS Council (KBOR) – No updates at this time; the next conference call is August 29<sup>th</sup>.
- USS Council (KBOR) – No updates at this time; the next conference call is August 21<sup>st</sup>.

#### V. As May Arise

- **Upcoming Meetings:** The September meeting, hosted by USS, will be held Tuesday, September 17, 2019 from 3-5 p.m. in 208 Hubbard Hall. The Joint All-Senate Meeting between Faculty, USS, and UP Senates is tentatively scheduled for Monday, September 30, 2019 from 3:30-5 p.m. The October meeting, hosted by UP, will be held Tuesday, October 15, 2019 from 9-11 a.m. in RSC Harvest Room 142.

Meeting adjourned.