



Unclassified Professional Senate Archives

Unclassified Professional Senate

Academic year 2020-2021

Meeting of December 15, 2020 Minutes

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USS & UP Joint Senate Meeting

9-11 a.m. December 16, 2020 via Zoom

In Attendance

UP – Ellen Abbey, Krissy Archambeau, Brian Austin, Amy Belden, Anna Marie Brown, Jeswin Joseph Chankaramangalam, Shawn Ehrstein, Daraleen Estill-Matos, Shareika Fisher, Gabriel Fonseca, Trish Gandu, Denise Gimlin, Lisa Hansen, Kayla Jasso, John Jones, Judi McBroom, Tyler Pennick, Lucy Petroucheva, Aswini Kona Ravi, Julie Scott, Erin Shields

USS – Linda Claypool, Matt Houston, Angela Linder, Sheryl McKelvey, Stacy Salters, Randy Sessions, Trisha Wenrich, Lisa Wood

Guests – Katherine Holmgren, Naquela Pack, Werner Golling

I. Call to Order

- a. Announcements or Proposals
- b. Minutes Approval Process – Electronic
- c. Committee Reports/Updates – Submitted in Advance

II. Old Business for USS & UP Senates

a. Shared Governance Activities

i. Reintegration Working Groups

1. CDC is looking at redefining quarantine from 14 to 10 days. WSU will change our practice if/when KDHE adopts a change. HR will investigate whether any changes need to be made to current processes.
2. County health commission will follow up on clusters for contact tracing, but not on individual exposure with close contacts. Asking those who test positive to notify their own close contacts.
3. Voluntary asymptomatic testing ends Dec. 15 and will resume after break. There are no limits to re-testing, but frequent re-testing is not recommended. Symptomatic testing is still being done through Student Health Services. Metroplex will be a testing site starting week of Dec. 7 (M-Sat, 9 a.m.-5:30p.m.) through Dec. 31. Available to anyone (a)symptomatic at no cost.
4. CDC recommends that if someone who has tested positive is exposed again, they do not need to quarantine within 3 months of their positive test.

ii. Athletics Policy and Culture Task Force

1. Kayla Jasso is serving on this task force as a Senate representative. Interim President Rick Muma has charged the committee with reviewing the culture and existing ICAA policies, procedures and practices with the goal of ensuring WSU provides a supportive environment for all student-athletes. The committee will start meeting this month with hopes of having recommendations by early February.
2. Athletic Policy & Culture Task Force meeting minutes and updates will be posted here: <https://goshockers.com/sports/2020/12/1/task-force-on-athletics-policy-and-culture.aspx>

iii. Shared Governance Visioning Team

1. The team has been writing a new shared governance policy and will meet with Dr. Muma to preview a draft proposal of shared governance values in early December and to ensure there is still support from administration for the project. A review by the Senates is planned for early spring.

III. New Business for USS & UP Senates

a. Service Recognition Feedback

- i. One Senator who was recognized at the event said that it was done very well.
- ii. Another senator mentioned that there appeared to be inequities in the amount of time and effort that was put into recognizing some people based on what

departments/offices they work in. Recommended that HR assist departments in the future by providing more clear expectations, specific requests, and consistent experience for all those being recognized.

- iii. Many senators expressed their appreciation of a virtual, recorded event so that anyone could attend to celebrate their friends and colleagues.

b. Senator Representation Under Proposed Constitution

- i. If the merger is approved, we will officially merge and adopt a new constitution beginning July 1, 2021. We need to determine what this means for first-year senators in their first year of a two-year term.
 - 1. Senators have the option of finishing out their two-year term or stepping down at the end of the year.
 - 2. Trish requested that the nine (9) UP Senators in this position email her by the end of January 2021. USS Senators wanting to stay on should let Randy know by the end of January 2021.
- ii. New Constitutions dictates: Twelve Exempt and Twelve Non-Exempt, plus six At-Large.
- iii. A senator pointed out that we need a plan for when a senator changes from Non-Exempt to Exempt during their term.
 - 1. Gabriel clarified that the constitution allows a senator in this position to finish out the year as a Non-Exempt Senator, and then the seat would be considered vacant once that year is up.
- iv. One senator in their second year of a two-year term expressed their willingness to step down if we need to get down to the new numbers.

c. Payroll Deduction for Shocker Support Locker

- i. Constituent reached out to Randy following the fall general meeting to ask if it was possible to make a payroll deduction option for the Shocker Support Locker. Senates are exploring the possibility.

d. Speaker: Werner Golling, Vice President for Finance and Administration

- i. FY21 is not going to be as bad of a year as people thought because the decrease in credit hour production was only about 3% and we received CARES Act HEERF funds for students and institutional needs. We have used the student funds but have not yet used all the institutional monies. We have approximately 4 million to use until June 2021. We received 5.2 Million in coronavirus protections funds to cover housing refunds and PPE costs. For FY21, the governor gave us 2.2 million in GEAR funds, but decreased state funding by 2.9 million. That 2.9 million was not restored for FY22, which could result in up to a 10% shortage next year.
- ii. Voluntary Separation program was funded through a centralized process as not to impact departments disproportionately.
- iii. Greg Marshall's separation agreement will be paid out from the athletics-controlled affiliate budget, so it will not directly affect the university's operating budget.
- iv. Werner thanked the senators for our service to the university and leadership work. He will return in the new year to share the governor's FY22 budget that is slated to be released in January 2021.

IV. Committee Updates & Discussions

a. Committees

i. Awards/Recognition (Joint) & Staff Recognition Task Force

- 1. The 2021 President's Distinguished Service Awards nomination form has been finalized and uploaded to the UP Senate shared drive in the awards folder. It will be made available to the campus this month with the website to be updated and announcements in WSU Today. All nominations are due to Amy Belden by January 31. Strategic Communications has tentatively set the date for the awards event for April 23 at 2 p.m. The plan is to host a virtual/livestream event with only honorees attending. If needed, it will be switched to a fully virtual event. We will still be able to get 3D card holders for

the award recipients for free but the cost of engraving from RSC Engraving has gone up from \$6.00 per plate to \$8.00.

ii. Communication and Website (Joint)

1. A webpage that gives more information on the merger and timeline has been published at wichita.edu/senatemerger. We appreciate everyone sending the post-meeting message and calendar invites out to their constituent list. Information about the senate merger and upcoming Fall General Meeting has also been submitted to WSU Today.

iii. Election (USS) and (UP)

1. UP: No updates at this time.
2. USS: No updates at this time.

iv. Organizational Governance (Joint)

1. No updates at this time.

v. Policy Review (Joint)

1. No updates at this time.

vi. Professional Development and Service (Joint)

1. Winners for faculty/staff Shocker Support Locker competition were announced at the Dec. 2 SGA meeting and staff are the defending champions. Together, faculty and staff donated \$2,020 and 365.95 pounds of food and hygiene products.
2. Will be having discussions about partnering with some offices on campus to offer fun activities in the spring for staff to participate in virtually. More information will be shared after the holidays.

b. Campus/University Business Meeting Updates

i. AOC (UP Representative)

1. No updates at this time.

ii. Budget Advisory Committee (Joint)

1. No updates at this time.

iii. Human Resources Meeting (Joint)

1. HR shared PET has approved Dec. 21-23 as paid days off during holiday shutdown and for those employees unable to take those days, they can use Dec. 28-30. Unemployment fraud has gone up nationally. WSU has been deeply impacted as have all KBOR institutions. They've met with KS Dept of Labor about recommendations. HR reports on behalf of employees and contacts an employee to let them know claim has been filed on their behalf. Typically have 25 unemployment claims per year and have already had 300 this year. HR is creating a communication plan for the transition to market-based compensation.

iv. Legislative Update (Joint)

1. No updates at this time.

v. Library Appeals (Joint, Representative from Each Senate)

1. The Library Appeals Committee met for one appeal request. The committee decided to forgive the fine as the student had a good history with the library and it was a minimal fine.

vi. Parking Appeals (Joint, Representative from Each Senate)

1. Parking Appeals have finally started slowing down. One thing we are seeing, which we see every year when campus is closed for students is that they think they can park in any lot and that is where we are seeing most of the Appeals. I hope at some point they make the Parking Website a lot more descriptive so students know where they can park and about not parking in Yellow or Reserved Lots. I think the more information we can give them, the better it will be for all.

vii. President's Council/PET Meeting (Joint)

1. No updates at this time.

viii. President Meeting (Joint with UP & USS Senate Presidents)

1. Athletic Task Force was announced and plans for the first meeting to be the week of Dec. 7. They'll continue meeting throughout January and hope to submit their recommendations in February. President Muma met with the VP

of HR, Diversity and Workforce Development candidates and all feedback is being collected and reviewed. Plans to make announcement prior to the holidays with how we will be moving forward. Discussed ideas for spring to continue working on improving morale including reminding campus of casual Fridays/Shocker Fridays, virtual trivia events, etc.

2. Discussed ways we can continue the school pride and recognition of folks on campus. One of the things they talked about was creating communications to encourage people across campus to show their Wichita State spirit on Fridays. Dr. Muma and PET welcomes ideas from the senates about how we can recognize our faculty and staff year-round.
 - a. As a senate, we can advocate for supervisors across campus to be reminded that they need to support their staff in ways that meet the needs of their staff members. We may be able to provide some guidance on how to get that message out and ideas for how HR can ensure that support is given consistently and equitably.
 - b. Lisa Hansen shared that there is a new series of new trainings for supervisors on campus to better equip people to lead and support their staff. Many Senators expressed the need for this type of training for existing supervisors every few years. Trish and Gabriel will address this feedback in their next meeting with Faculty Senate President and HR leadership.

ix. RSC Board of Directors (Joint, Representative from Each Senate)

1. Met on Dec. 10. Total operating revenue is down by 14% from the prior fiscal year. The Shocker Store revenue is down by 19% but expenses are down as well. At the end of September 2020, revenue exceeds expenditures.
2. The RSC is in the planning stages of the phase 2 addition. They have hired an architectural firm to provide architectural renderings of the new addition. This addition will demolish the current Human Resources building and the CAC theatre. The addition will include a new theatre, 24-hour study spaces, larger conference rooms, a new Center for Diversity and Inclusion. The university post office, Central Services and Shocker Printing will move out of Morrison Hall and into the first floor of the new addition.

x. Traffic Appeals (Joint, Representative from Each Senate)

1. No updates at this time.

xi. UPS President's Council (UP) and USS President's Council (USS)

1. UPS: Senate Presidents at each school had been regularly communicating with one another about the discussions on each of their campuses in regard to providing paid time off around holidays so we could each share with our own campus leadership and HR. All institutions are providing some paid days off around the holidays this year. Discussion about whether the UPS and USS Councils should consider merging to unite voices. Plan to discuss at joint spring meeting. Discussed dependent and employee tuition benefits offered at each school. Not a lot of consistency and plan to discuss in the future additional opportunities for employees. Discussed satisfaction survey and cost estimate from the Docking Institute. Each school will be communicating with their leadership to gain support for moving forward.
2. USS: Discussed holiday shutdown at each campus and the paid days off being granted. Discussed satisfaction survey and next steps.

V. Ex-Officio Reports

- a. Athletics**
 - i. No updates at this time.
- b. Alumni Association**
 - i. No updates at this time.
- c. Foundation**
 - i. No updates at this time.
- d. President's Diversity Council**
 - i. No updates at this time.

e. Student Government Association

- i. Current hardship fund is only for international student, but the new one they are setting up will be for anyone in the Wichita State community.
- ii. Based on idea from University Policy staff member, Payroll is working on setting up a payroll deduction option for faculty and staff who want to donate to the Shocker Support Locker Foundation fund.

VI. *As May Arise*

- a. **Recognition of Linda Claypool**, who will be retiring from Wichita State after 18 years of service to the University and many terms on USS Senate.
- b. **Upcoming Meetings:**
 - i. **9-11 a.m. Tuesday, January 19, 2020 – UP/USS Senate Meeting**

VII. *Adjourned at 10:37am*