



Unclassified Professional Senate Archives

Unclassified Professional Senate

Academic year 2020-2021

Meeting of May 18, 2021 Minutes

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USS & UP Joint Senate Meeting

9:30-11 a.m. May 18, 2021 via Zoom

In Attendance

UP Senators – Ellen Abbey, Krissy Archambeau, Angela Aubrey, Amy Belden, Anne Marie Brown, Travis Dorian, Alan Dsouza, Shawn Ehrstein, Shareika Fisher, Gabriel Fonseca, Trish Gandu, Denise Gimlin, Kayla Jasso, Jeswin Joseph Chankaramangalam, Judi McBroom, Lucy Petroucheva, Aswini Kona Ravi, Tyler Pennick, Julie Scott, Erin Shields

USS Senators – Matt Houston, Angela Linder, Sheryl McKelvey, Randy Sessions

Guests – Lee Ann Birdwell, Jason Bosch, Emily Christensen, Shelly Coleman-Martins, Kelly Herzik, Naquela Pack, Stacy Salters, Michelle White, Mark Vermillion, Jessica Walles

I. Call to Order

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

II. Old Business for USS & UP Senates

a. Shared Governance Activities

i. Parking and Transportation Advisory Board

1. SGA is creating an advisory board to address concerns and find solutions around parking and transportation services on campus. The advisory board will be made up of representatives from Faculty and Staff Senates, Office of Student Affairs, Office of Finance and Administration, parking services, Office of General Counsel, police department, facilities planning, YMCA, student advocate and current students.
 - a. Katie Austin is a newly elected senator and will be our representative on this board over the next year. As the SGA advisor, Gabriel Fonseca will also attend the advisory board meetings.

ii. COVID Operations Group

1. Meets weekly every Thursday morning. Recent discussions revolve around return to campus, monitoring changes in CDC recommendations and county health orders.
2. Plans for more explicit communications to faculty and staff regarding the June 1 return to work date. Expectation is that offices need to be back open from 8 a.m.-5 p.m.

iii. Shared Governance Visioning Team

1. Policy has been endorsed by UP, USS and Faculty Senate, and SGA. It will be presented to the President's Executive Team for review this month.

III. New Business for USS & UP Senates

a. Speaker: Dr. Mark Vermillion, Chair of Athletics Policy and Culture Task Force

Link to APC materials and report: <https://goshockers.com/sports/2020/12/1/task-force-on-athletics-policy-and-culture.aspx>

- i. **APC Research** - Work started in December 2020, focused on organizational policies and culture, not individual cases. Task force included a variety of stakeholders. Work guided by research questions and divided out into research groups.
- ii. **APC Recommendations** - Over 40 detailed recommendations from all research groups were pooled together for the [APC Executive Summary report](#). Summary of those recommendations were (pgs 16-20 of Executive Summary):
 1. Reporting Procedures – How to report, how to handle reports
 2. Policies and Statements – Explicit communication of protections, values, etc.
 3. Additional Recourses, Trainings, and/or Best Practices – Tools needed to effectively execute numbers 1 and 2.

- iii. **Implementation** - Work culminated in an Implementation Matrix (pgs 20-21 of Executive Summary) that scaled the ease of implementing each of the task force's recommendations. APC also provided implementation timeline recommendations, which would allow all recommendations to be implemented within 3 calendar years, with 70% of recommendations with possible implementation in the current calendar year.
 - b. **Speaker: Shelly Coleman-Martins, Vice President of Strategic Communications and Marketing**
 - i. **Principles** - Shelly shared the principles of strategic communication and stressed the importance of leaders across campus expressing their trust in Strategic Communication so that their credibility can propagate through our community. Strategic Communications is committed to:
 - 1. Protecting and advancing our brand reputation.
 - 2. Cultivating pride and attachment through placemaking.
 - 3. Drive alignment with WSU Strategic Plan and KBOR Pillars.
 - ii. **Marketing** - Shelly illustrated how Strategic Communication's work in marketing connects to the university's enrollment goals, through brand awareness and both digital and traditional marketing avenues. Shared audience profiles that are used to ensure messages are relevant and targeted.
 - iii. **Resources** - Strategic Communications offers Tools and Resources for the university community on the [Strat Comm website](#), so that individual offices and programs have the tools they need to tell their own stories.
 - 1. No cost options may include maintenance of top-level webpages, use of templates, or basic office signage.
 - 2. If a department does not have the time or expertise to create materials, Strat Comm can be leveraged at a cost to the department.
 - c. **At-large Senator selections**
At-large selections were made with consideration of Exempt, Non-exempt, USS, UP, and Division representation.
 - i. **Motion Passed** – Motion made by Trish Gandu to approve the following individuals to fill University Staff Senate at-large seats:
 - 1. Gretchen Holthaus
 - 2. Lisa Wood
 - 3. Teresa Moore
 - 4. Jessica Pierpoint
 - 5. Jeswin Joseph Chankaramangalam
 - 6. Sara Zafar
 - ii. **Motion Passed** – Motion made by Trish Gandu to fill the vacant University Staff Senate seat through June 30, 2022 with Rachel Tuck.
 - d. **Senate awards and yearly recap/highlights**
 - i. Trish and Randy will send an email soon requesting nominations from senators for various senate awards. These awards are an opportunity to highlight the great work of our senators and committees over this last year.
 - ii. Committee chairs will be asked to help collect highlights of their work to be included in the yearly recap.
 - iii. Yearly recap will be shared with president's Executive Committee before being released to all constituents and posted on the Staff Senate webpage.

IV. Committee Updates & Discussions

- a. **Committees**
 - i. **Awards/Recognition (Joint) & Staff Recognition Task Force**
 - 1. No updates at this time.
 - ii. **Communication and Website (Joint)**
 - 1. The [award webpage](#) has been updated to include the names of the 2021 Distinguished Service Award winners.
 - 2. Discussions have begun with Strategic Communication on the website transition from UP and USS Senate webpages to one Staff Senate webpage.

- iii. **Election**
 - 1. Judi McBroom shared the names of newly elected Exempt and Non-Exempt senators. These newly elected senators will be invited to attend the June 2021 joint meeting.
 - 2. Election for the exempt and non-exempt senators is complete. 14.38% of exempt and 10.37% of non-exempt staff who were eligible to vote participated this year. There was an issue early in the voting that Kevin Crabtree quickly corrected.
 - 3. At-large senators will be voted on at May meeting.
 - a. Exempt senators (2-year term) elected by staff via electronic vote:
 - i. Katie Austin
 - ii. Jason Bosch
 - iii. Kennedy Rogers
 - b. Non-exempt senators (2-year term) elected by staff via electronic vote:
 - i. Angela Aubrey
 - ii. Johnetta Buchanan-Spachek
 - iii. Denise Gimlin
 - iv. Marissa Kouns
 - v. Ali Levine
 - vi. Angela Linder
 - vii. Kendra Nguyen
 - viii. Sara Rue
 - ix. Jessica Walles
 - iv. **Organizational Governance (Joint)**
 - 1. No updates at this time.
 - v. **Policy Review (Joint)**
 - 1. No policies to review for feedback but received several updated policies as informational items:
 - a. 9.07 – Direct and Indirect Costs
 - b. 19.15 – Software copying
 - c. 19.17 – ITS Computer Hardware Procurement Policy
 - vi. **Professional Development and Service (Joint)**
 - 1. The Staff Senate is partnering with the Faculty Senate, President’s Office and Office of the VP for Administration and Finance to host a come-and-go breakfast reception from 9-10:30 a.m., Friday, June 4 in RSC Beggs Ballroom to celebrate the return of more employees to campus.
- b. **Campus/University Business Meeting Updates**
 - i. **AOC (UP Representative)**
 - 1. No update at this time.
 - ii. **Budget Advisory Committee (Joint)**
 - 1. WSU is not planning to request a tuition rate increase for FY 2022. Currently projecting a \$4.3 million GU shortfall, which is a 3% budget reduction, and divisions will determine how to spread this among colleges/departments. This amount could change as we learn more about state funding.
 - iii. **Human Resources Meeting (Joint)**
 - 1. HR has received questions since the market-based compensation town hall. The FAQ online continue to be updated with information. Leaders have been sent job mapping spreadsheets (job description and title) for their direct reports and are to share this with employees.
 - iv. **Legislative Update (Joint)**
 - 1. SB 55 (formerly SB 208, Fairness in Women’s Sports Act) – Prohibited biological males from participating in women’s sports. The Senate failed to override the Governor’s veto so that should be dead for this year.
 - 2. HB 2058 – Extending the conceal and carry age to 18 with a permit was vetoed by the Governor but was overridden by the House narrowly today followed by the Senate and will become law.

3. HB 2007 – Contained a section adding \$10M for deferred maintenance for universities but was vetoed by the Governor in favor of using federal funds in place of State funds. The House overrode the Governor’s line-item veto. At this time, the Senate has not yet attempted to take up this veto override.
 4. Maintenance of Effort – Division of Budget late last night sent a memo to the Governor and legislators stating the State currently is underfunding higher education in the amount of \$106M which means if the legislature does not increase higher education’s budget for the next two fiscal years, they could potentially have to send back all of the federal COVID money we have received. This is problematic given that session is ending. Everyone acknowledges it’s an issue that needs to be addressed but need more time to plan. There could be a need for a special session.
 5. Zach Gearhart provides a written update to be shared the end of the week of each week. To read an in-depth update and past updates, visit the WSU Government Relations webpage: <https://wsugovrel.wordpress.com/>.
- v. **Library Appeals (Joint, Representative from Each Senate)**
 1. No updates at this time.
 - vi. **Parking Appeals (Joint, Representative from Each Senate)**
 1. Have started seeing more Appeals again. Most are students parking without an ePermit or not updating their tag information.
 - vii. **President Meeting (Joint with UP & USS Senate Presidents)**
 1. Discussed Dr. Muma’s top three priorities and received his support for the welcome event on June 4. President Muma will be scheduled for a future Staff Senate Meeting. He wants to hold listening sessions in Fall 2021.
 - viii. **RSC Board of Directors (Joint, Representative from Each Senate)**
 1. No updates at this time. The next meeting is scheduled for June 3.
 - ix. **Traffic Appeals (Joint, Representative from Each Senate)**
 1. Have received an appeal that is being considered.
 - x. **UPS President’s Council (UP) and USS President’s Council (USS)**
 1. UPS Council: Discussed year-end report for KBOR. Discussed what each school is allowing in terms of work travel and sentiments on each campus as more employees prepare to return to working on campus.
 2. USS Council: No updates at this time.

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. No updates at this time.

VI. As May Arise

- a. **Upcoming Meetings:**
 - i. **9:30-11 a.m. Tuesday, June 15, 2021 – UP/USS Senate Meeting** – More information to come about remote vs. in-person

VII. Adjourn