



Unclassified Professional Senate Archives

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Academic year 2020-2021

Meeting of June 15, 2021 Minutes

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USS & UP Joint Senate Meeting

9:30-11 a.m. June 15, 2021, RSC 142

In Attendance

UP Senators – Ellen Abbey, Krissy Archambeau, Brian Austin, Amy Belden, Jeswin Joseph Chankaramangalam, Shawn Ehrstein, Gabriel Fonseca, Denise Gimlin, Kayla Jasso, John Jones, Aswini Kona Ravi, Judi McBroom, Julie Scott, Erin Shields, Trish Gandu

USS Senators – Daraleen Estill-Matos, Matt Houston, Angela Linder, Randy Sessions, Lisa Wood

Guests – Angela Aubrey, Aaron Austin, Katie Austin, Jason Bosch, Teri Hall, Gretchen Holthaus, Rija Khan, Marissa Kouns, Shirley Lefever, Ali Levine, Hunter Minette, Teresa Moore, Kendra Nguyen, Jessica Pierpoint, Kennedy Rogers, Sara Rue, Stacy Salters, Jessica Walles, Sara Zafar

I. Call to Order

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

II. Old Business for USS & UP Senates

a. Shared Governance Activities

i. Parking and Transportation Advisory Board

1. No updates at this time.

ii. COVID Operations Group

1. Group is now meeting bi-weekly and will continue to meet until they deem unnecessary. Gabriel Fonseca will be bringing updates to Senate from this group moving forward.

iii. Shared Governance Visioning Team

1. Julie Scott gave a brief overview of the team's goals, completed work, and policy suggestions. The policy draft will go forward to President's Executive Team (PET) this summer. The team is hopeful that policy will be formally approved in Fall 2021. Thank you to Julie Scott and Matt Houston for their work on this team.

III. New Business for USS & UP Senates

a. Vote to fill vacant Senate seat

- i. Gabriel Fonseca moved to appoint Naquela Pack to the vacant senate seat. Denise Gimlin seconded the motion. Motion passed via verbal vote of current senators.

b. Overview of committees for incoming senators (current committee chairs)

- i. Gabriel will be reaching out to incoming senators to gather committee participation interests and will then assign new senators to committees. Senators are permitted to be on more than one committee.
- ii. Each committee chair gave an overview of their committee work:
 1. Awards & Recognitions, chaired by Amy Belden
 2. Communications & Website, chaired by Kayla Jasso
 3. Election Committee, chaired by Judi McBroom
 4. Organizational Governance, chaired by Gabriel Fonseca
 - a. Will be made up of executive committee moving forward.
 5. Policy Review, chaired by Denise Gimlin
 6. Professional Development & Service, co-chaired by former senators Shareika Fisher and Lisa Hansen
- iii. Other University committees with Senate representation include: Library Appeals, Traffic Appeals, Parking Appeals, USS President's Council, and RSC Board of Directors. The Staff Senate President, or designee, will represent the senate at the following committees/meetings: Budget Advisory Committee, Human Resources Operations,

President's Meeting, UPS Council, and Legislative Update. There are a few university committees that Staff Senate may not need representation on in the future, such as Academic Operations Council.

- c. Announcement of Senate awards and recognition of outgoing senators**
 - i. Committee of the Year – Organizational Governance Committee, Amy McClintock, Gabriel Fonseca, Matt Houston, John Jones, Julie Scott, and Sheryl McKelvey
 - ii. Rising Star Award – Kayla Jasso
 - iii. Outstanding Achievement – Matt Houston and Julie Scott
 - iv. Outgoing UP and USS President recognition – Trish Gandu and Randy Sessions

- d. Installation of Officers and Incoming Senators**
 - i. Installation of President – Gabriel Fonseca accepted his duties and responsibilities beginning July 1, 2021.
 - ii. Installation of President-Elect – Denise Gimlin accepted her duties and responsibilities beginning July 1, 2021.
 - iii. Installation of Vice President – Kayla Jasso accepted her duties and responsibilities beginning July 1, 2021.
 - iv. Installation of USS Representative – Angela Linder accepted her duties and responsibilities beginning July 1, 2021.
 - v. Installation of Secretary – Kennedy Rogers accepted her duties and responsibilities beginning July 1, 2021.
 - vi. Installation of Incoming Senators – All new incoming senators and continuing senators accepted their duties and responsibilities beginning July 1, 2021.

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. Work continues to transition the UP and USS Senate webpages to a single Staff Senate webpage
 - iii. **Election**
 - 1. Elections for President-elect, VP, Secretary and USS Representative are currently being held. Results will be announced at the meeting.
 - 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. Hosted Wu's Welcome Back to Campus come-and-go breakfast June 4 with the President's Office and VP for Finance and Administration Office. Thank you to all who attended.

- 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. There were 143 requests for working titles submitted by the initial deadlines. Of those, 60 were in accordance with the guidelines for approval, 50 needed edits to be in accordance with the guidelines and 24 were not in accordance with the approval guidelines. Request for working titles can still be submitted.
 - 2. Compensation statements are to be shared the week of June 21. We requested HR send employees their compensation statement directly and not only to leaders to disseminate. HR is considering this request. The statements will include the following: title, annual pay, where employee is in market data

structure, the min/mid/max of salary range and next steps in 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. No updates at this time.
- vi. **Parking Appeals (Joint, Representative from Each Senate)**
 - 1. Things have slowed down some, but we are still getting several Appeals. The appeals have mostly been for students parking in faculty/staff lots and a few for parking in the red reserved stalls.
- vii. **President Meeting (Joint with UP & USS Senate Presidents)**
 - 1. President Muma shared his goals document that will be shared with KBOR and used to evaluate his performance.
 - 2. There was a Title IX review this spring and no wrongdoings were found. The university does need to do more prevention trainings, review related HR policies and implement the DEI plan. More resources also need to be put into Title IX in order to be fully compliant. Beginning this fall, all students, faculty and staff will be required to complete Title IX training and will have to complete refresher training moving forward.
 - 3. Inauguration is scheduled for Oct. 29.
- viii. **RSC Board of Directors (Joint, Representative from Each Senate)**
 - 1. Revenue is still down but anticipating a boost from summer camps. Chaat House will be open August 1 in the old Pizza Hut location. They serve Indian food. The chillers to the southwest of the CAC theater are currently being worked on and should be done in July. A pizza oven will be installed in Shocker Grill and Lanes and they will be serving pizza as well as having pizza for catering events.
- ix. **Traffic Appeals (Joint, Representative from Each Senate)**
 - 1. No updates at this time.
- x. **UPS President's Council (UP) and USS President's Council (USS)**
 - 1. UPS Council: Held last meet of the year recently. Welcomed new representatives and overviewed the Council's work this year. Council will continue working on a procedures document.
 - 2. USS Council: Held last meet of the year last week. Most of the schools are back to normal, though KSU does not have to transition back to campus until Aug 1. KSU and KU still have remote workers and don't see any changes to that in the near future. The KSU president will be retiring the end of the calendar year. KSU is also working on a Shared Governance group.

V. Ex-Officio Reports

a. Athletics

- 1. No updates at this time.

b. Alumni Association

- 1. No updates at this time.

c. Foundation

- 1. No updates at this time.

d. President's Diversity Council

- 1. No updates at this time.

e. Student Government Association

- 1. No updates at this time.

VI. As May Arise

a. Upcoming Meetings:

- i. 3:30-5 p.m. Tuesday, July 6, 2021 – Staff Senate Meeting

ii. **3:30-5 p.m. Tuesday, July 20, 2021 – Staff Senate Meeting**

VII. Adjourn