



University Staff Senate Archives

University Staff Senate

Academic year 2021-2022

Agenda and Minutes of the Meeting of December 7, 2021

University Staff Senate

December 7, 2021 | 3:30pm-5:00pm | Zoom

- I. **Call to Order + Wins, News, Shoutouts**
- II. **Presentation**
 - a. SEM 2025: Dr. Carolyn Shaw, AVP Academic Affairs
- III. **Discussion**
 - a. Dialogue on University's Diversity, Equity and Inclusion Plan
 - b. Staff Senate Meetings for Spring
 - i. Looping back around to discuss once a month or keep twice a month
- IV. **Shared Governance Activities**
 - a. COVID Operations Group
 - b. Parking and Transportation Advisory Board
 - c. University Space Utilization Committee
 - d. Integrated Planning Committee
 - e. Faculty/Staff Holiday Celebration Steering Committee
 - f. Executive Director OIEC Search Committee
 - g. Chief of Police Search Committee
 - h. EVP and Provost Search Committee
- V. **Senate Committee Updates**
 - a. Communications and Website
 - b. Awards and Recognition
 - c. Professional Development and Service
 - d. Elections
 - e. Policy Review
 - f. Ad-Hoc Committee on Annual Evaluations
 - g. Executive
- VI. **Campus/University Business Updates & Discussions**
 - a. Academic Operations Council
 - b. Budget Advisory Committee (*does not meet until Dec. 16th*)
 - c. Human Resources
 - d. Legislative Update + KBOR Briefing
 - e. Parking Appeals + Traffic Appeals
 - f. President's Meeting
 - g. RSC Board of Directors
 - h. UPS/USS President's Council (KBOR)
- VII. **Adjourn/Upcoming Meetings and Events**

University Staff Senate

December 7, 2021 | 3:30pm-5:00pm | Zoom

I. Call to Order + Wins, News, Shoutouts

- a. **Attendance:** Gabriel Fonseca, Ali Levine, Angela Aubrey, Angela Linder, Aswini Kona Ravi, Carrie Henderson, Denise Gimlin, Ellen Abbey, Erin Shields, Gretchen Holthaus, Jessica Pierpoint, Jessica Walles, Johnetta Buchanan-Spachek, Kayla Jasso, Kennedy Rogers, Lisa Wood, Marissa Kouns, Matt Houston, Naquela Pack, Quang Nguyen, Rachel Tuck, Randy Sessions, Sara Rue, Teresa Moore
- b. **Guests:** Carolyn Shaw, Debbie Neill, Stacy Salters, Stacia Boden, Lisa Clancy, Francine Angell, Bethany Uhler

II. Presentation

- a. SEM 2025: Dr. Carolyn Shaw, AVP Academic Affairs
 - i. Presentation slides are attached to minutes.
 - ii. Look for the call for nominations of the SEM Award!!!

III. Discussion

- a. Dialogue on University's Diversity, Equity and Inclusion Plan
 - i. You are encouraged to review and provide feedback on the plan as the University moves forward.
- b. Staff Senate Meetings for Spring
 - i. Looping back around to discuss once a month or keep twice a month
 1. Please include your vote when you vote to approve minutes.
- c. General Counsel Policy: Update to add pieces about lobbying as an employee. This is not a new policy, but a revision to include lobbying.
 - i. Feedback Provided and Addressed:
 1. 3.B.1: Representations made on behalf of the university. If an employee is given consent to make a statement/comment, can this be clarified?
 - a. We as a university cannot endorse candidates.
 - b. If you are representing a candidate that is political in nature, GC should be involved.
 - c. If you are doing something that may not align with policy but are given permission, then I would make sure that you are involving the correct decision maker and leader who has the proper authority to give this permission. If acquired it should protect you, but to be assured, please reach out to General Counsel. It is always best to double check.
 2. 3.B.2: Conflict with Laws & Policies: What if these contradict one another?
 - a. Specifically related to lag in changes from State Law or KBOR policy. Included to support KBOR directive and these policies are subject to KBOR and State Laws.
 - b. If you do find a discrepancy or a conflict, please reach out to GC to go through Policy Interpretation.
 3. 3.E.2.B: Leave of Employment for Elected Employee Officials: Stacia will review and follow up with Gabriel.

4. Additional feedback, please send to Gabriel to follow up with General Counsel by Friday, December 10th.

- ii. If you have a concern or a correction, please reach out. If a policy is up for correction/review, please also connect via <https://www.wichita.edu/administration/generalcounsel/policy-review-submission-interpretation.php>.

IV. Shared Governance Activities

- a. COVID Operations Group
 - i. No Updates
- b. Parking and Transportation Advisory Board
 - i. Recommended to merge the Parking and Transportation Advisory Board AND Appeals into one committee.
 - ii. Recommended for students that live in the Flats and purchase a Flats parking pass, to also include parking in student lots.
- c. University Space Utilization Committee
 - i. No Updates
- d. Integrated Planning Committee
 - i. No Updates
- e. Faculty/Staff Holiday Celebration Steering Committee
 - i. Please RSVP & Enjoy!!!!
- f. Executive Director OIEC Search Committee
 - i. Position is posted, so waiting until it closes. Encourage folks to apply. Open through middle of January.
- g. Chief of Police Search Committee
 - i. No Updates
- h. EVP and Provost Search Committee
 - i. Discussions have begun. This will be an open search allowing faculty/staff to engage with candidates.

V. Senate Committee Updates

- a. Communications and Website
 - i. Shout out to the committee members for being so great! Thank you for your hard work!!
 - ii. Four Senators that do not have a link/profile page. Please check out this link to create a profile page: <https://www.youtube.com/playlist?list=PLQbAcKEbGfy3B3M8dc70QHVVxUXpOj3TB>
- b. Awards and Recognition
 - i. Nominations for the President's Distinguished Awards are open and due January 28th. Please encourage constituents to fill out these nomination forms.
- c. Professional Development and Service
 - i. Stock the Shocker Locker Campaign – Staff Wins!!! 389 items vs. 59 We increased donations by ~25% and contributed ~\$1,000 to the locker.
 - ii. Potential clothing drive at the end of February.
 - iii. Campus Map Exhibit – working with a faculty member to discuss changes and provide an education experience.
- d. Elections

- i. Will be gearing up for the upcoming cycle. Please encourage folks to run.
- e. Policy Review
 - i. Reviewing “FYI” Policies. These are policies that are not up for review, but more of an FYI.
- f. Ad-Hoc Committee on Annual Evaluations
 - i. No Updates
 - ii. Please send any thoughts and feedback as they prepare their goals and plans for moving forward.
- g. Executive
 - i. No Updates

VI. Campus/University Business Updates & Discussions

- a. Academic Operations Council
 - i. No Updates
- b. Budget Advisory Committee (*does not meet until Dec. 16th*)
 - i. No Updates
- c. Human Resources
 - i. No Updates; Meeting next week
 - ii. Gabriel will follow up in next HR meeting to address following feedback and thoughts from Senate:
 1. Staff would like HR to address the impact of the declining employee retention and increasing employee turnover. Concerns that this may be a direct result of Market Base and staff discovering that they are under the range with external offers paying more competitive salaries/wages.
 2. Folks are underpaid while taking on a lot of work
 3. New Hires are leaving due to discovery of workload not equitable to pay. Supervisors are experiencing burnout from taking on more duties, constant onboarding, and loss of knowledge and resources.
 4. The “at Fiscal year” change model is frustrating to many staff experiencing these issues.
 5. Grateful that President Muma said this is a priority, but still have thoughts and feedback to share related to timeline and funding sources.
 6. New Hires come in at correct range, while current employees are not bumped up.
 7. Complaints related to Business Partners response time and support when asking questions
 8. Other companies are providing non-financial opportunities such as flexible work arrangements (every other Friday off, etc)
 - iii. **Please send other thoughts, questions, and feedback to Gabriel by Monday, December 13th.**
- d. Legislative Update + KBOR Briefing
 - i. No Updates
 - ii. KBOR briefing is next week
- e. Parking Appeals + Traffic Appeals

- i. All is going well.
 - ii. Feedback: Please work on getting Game Day text messages for parking lot closures sent in a timely manner as well as sending reminders in WSU Today and Shocker Blast the day before to remind folks.
- f. President's Meeting
 - i. There is a hold on the Covid Vaccine Mandate. More information to come.
 - ii. In January, there will be an Administrative Forum that replicates an Academic Forum where anyone who is outside of the Academic Affairs division will be invited to engage with administration related to various topics of importance. The senate (faculty and staff) president will sit on this both forums moving forward.
- g. RSC Board of Directors
 - i. No Updates
- h. UPS/USS President's Council (KBOR)
 - i. Minutes are attached.

VII. Adjourn/Upcoming Meetings and Events