

WICHITA STATE UNIVERSITY
UNCLASSIFIED PROFESSIONAL SENATE
Minutes - June 4, 1992

The Unclassified Professional Senate (UPS) convened on June 4, 1992, at 8:30 a.m. in 205 CAC.

Members Present: Barbara Bowman, Frankie Brown, Tom Brock, Steve Gladhart, Nancy Kraemer, Cathy Razook-Ellsworth, Barbara Mason, Don Nance, Amy Schafer, Dale Valentine

Members Absent: Bonnie Johnson, Janet Nickel, Jill Pletcher, Jim Rogers, Mike Turner

1. Approval of Prior Minutes

The minutes of the May 21, 1992, Unclassified Professional Senate meeting were approved as submitted.

2. Reports

A. Report from the UPS President - D. Valentine

1. Chuck Myers will serve as an alternate on the Grievance Committee.
2. Terre Johnson has resigned from the UPS. Because he was an affirmative action appointee, B. Bowman and M. Turner will recommend his replacement for confirmation by the UPS.
3. D. Valentine has received no response to date to his letter to the Board of Regents requesting unclassified professional representation on the presidential search committee.

B. Committee on Committees - S. Gladhart: no report

C. UPS Letterhead - A. Schafer

University Publications can produce an initial stock of UPS letterhead stationery and envelopes for approximately \$200; the UPS asked A. Schafer to place the order. Because there is no campus post office box currently available, the masthead will carry the general university address and telephone number, and UPS mail will be forwarded to the UPS president. A post office box will be assigned to the UPS when one becomes available.

D. Tuition Assistance Committee - B. Mason

The UPS reviewed the recommendation passed by the Faculty Senate and sent to the Board of Regents urging flexible benefits plans and tuition waivers for WSU employees and their families. The UPS Tuition Assistance Committee will meet during the fall semester to recommend UPS action on this issue and to develop a proposal to the Board of Trustees seeking tuition support for university employees.

Don Nance will replace Sherry Bryson on the UPS Tuition Assistance Committee.

E. Constitution Committee - N. Kraemer

In preparation for development of the UPS constitution, committee members are reviewing the constitutions of the WSU Faculty and Classified Senates, the by-laws of the KU Unclassified Professional Staff Association, and the by-laws of the WSU College of Health Professions.

At its next meeting, the UPS will consider issues related to UPS membership and representation for incorporation into the draft constitution. Copies of the KU document will be sent to senators for review and information.

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- F. May 13 Meeting Materials - N. Kraemer
Minutes and hand-outs from the May 13 general meeting will be distributed soon to all unclassified professionals. Instructions for accessing the UCAT bulletin board will be distributed when they are available.
 - G. Capital Improvement Planning Committee - T. Brock
The Capital Improvement Planning Committee met on June 2 regarding development of the new tennis complex. Construction will begin in July and should be completed by November. Fees will be charged for membership to the facility.
 - H. Evening Child Care - C. Razook-Ellsworth
J. Schuh has indicated that evening child care will be retained or discontinued based on demand for the services as evidenced by enrollment and that he will advise the UPS of the final decision.
3. Fair Labor Standards Act Issue Paper - M. Turner
Review of the issue paper was tabled until the June 18 meeting so M. Turner can participate in the discussion.
4. Old Business
- A. Personnel by Category
The UPS has received personnel data provided by B. Bowman and J. Rogers. Additional data will be sought as needed to address future issues.
 - B. UPS Involvement in Program/Administrative Review
D. Valentine attended the May 18 meeting of the Mission Review Drafting Committee, during which potential ramifications of the program review process were discussed, including possible college closures, program discontinuance, and personnel terminations over the Regents system. However, D. Valentine noted that if jobs are eliminated, they would be related to specific program closures and not general lay-offs based on appointment category. The UPS will be apprised of additional information as it becomes available.
 - C. Review of UPPC Report and Recommendations: deferred to next meeting.
5. As May Occur
- A. The Advisory and Appeals Committee has received resignations from two members and asked the UPS for guidance regarding filling vacancies. In response, the UPS directed the Advisory and Appeals Committee to develop recommendations regarding structure and membership of the committee as well as election and replacement mechanisms; those recommendations are to be forwarded to the UPS for consideration and approval at its July 2 meeting.
6. Meeting Schedule
The next UPS meeting will be held on Thursday, June 18, at 8:30 a.m. in 205 CAC.

Meeting adjourned 9:55 a.m.

WICHITA STATE UNIVERSITY
UNCLASSIFIED PROFESSIONAL SENATE

MEMORANDUM

DATE: June 2, 1992
TO: Unclassified Professional Senate - New Senators
FROM: Nancy Kraemer, Secretary *Nancy Kraemer*
SUBJECT: June 24 Meeting

The final meeting of the **1992-93 Unclassified Professional Senate** will be held on Thursday, June 24, beginning at 8:30 a.m. in 425 Ahlberg Hall. The primary topic of discussion for that meeting will be the recommendations to be made by the Grievance Committee for revisions in the Grievance Policy and committee procedures.

We wish to invite the new senators of the **1993-95 Senate** to attend this meeting to hear the discussion and to become familiar with Senate operations before your terms begin on July 1.

For your information and reference, I have enclosed copies of the Senate Constitution, the current Unclassified Professional Personnel Policy, the Senate minutes since March of 1992, and other relevant documents pertaining to the Senate and its functions.

Please call me at Ext 3600 if you will not be able to attend the June 24 meeting. Otherwise, we will look forward to seeing you there!

Copies for:
Stephanie Casper
Victor Chavez
Kevin Clark
Jennifer Keys
Grady Landrum
Linda Matson
Lynette Seymour
Mike Wood
Bill Wynne

enc: Unclassified Professional Senate materials

xc: Dale Valentine, Senate President

