

WICHITA STATE UNIVERSITY  
UNCLASSIFIED PROFESSIONAL SENATE  
Minutes - June 18, 1992

The Unclassified Professional Senate (UPS) convened on June 18, 1992, at 8:30 a.m. in 212 Devlin Hall.

Members Present: Barbara Bowman, Frankie Brown, Steve Gladhart, Bonnie Johnson, Nancy Kraemer, Janet Nickel, Jill Pletcher, Cathy Razook-Ellsworth, Jim Rogers, Dale Valentine

Members Absent: Tom Brock, Barbara Mason, Don Nance, Amy Schafer, Mike Turner

1. Approval of Prior Minutes

The minutes of the June 4, 1992, Unclassified Professional Senate meeting were approved as submitted.

2. Reports

A. Report from the UPS President - D. Valentine

1. At the request of the Employee Relations Office, the UPS, the Classified Senate, and the Faculty Senate will co-sponsor a sexual harassment workshop on June 25. Information on time and date will be advertised next week.
2. D. Valentine distributed copies of the letter which he sent to Regent Sampson, proposing that classified and unclassified professional representation be added to the WSU presidential search committee. He has received no response to date. The next Regents meeting is scheduled for June 25.
3. Daryl Burbach has resigned as chair of the Advisory and Appeals Committee and has been replaced by Marlise McCammon. M. McCammon will meet with the UPS at its July 2 meeting to discuss the committee's recommendations for its organization and structure.
4. UPS letterhead stationery and envelopes have been ordered by A. Schafer and should be available soon.

B. Committee on Committees - S. Gladhart

S. Gladhart reported that he has received numerous committee service interest forms as a result of the recent mailing. He will develop a list of persons interested in serving on specific committees for review by the UPS on July 2.

C. Grievance Committee - J. Rogers

J. Rogers reported that the Grievance Committee is preparing to hear an unclassified professional grievance, and he anticipates that more may arise as a result of budget reductions and the program review process. D. Valentine will provide J. Rogers with the list of potential alternates for service as necessary.

In the absence of established procedures developed by the Grievance Committee, the UPS provided the following guidelines relating to grievance hearings:

- 1) During grievance hearings, the committee chair will function as a non-voting facilitator.
- 2) A committee member having conflict of interest regarding a specific grievance hearing will be excused by the chair, who will select a substitute from the alternate pool.

Unclassified Professional Senate  
June 18, 1992 Minutes  
Page 2

- 3) No less than seven voting committee members will be required to hear a grievance.
- 4) More than seven members may hear a grievance, but the total number voting must be odd; if an even number of members are present and available to participate, the chair will excuse one member from voting on the grievance.
- 5) Members hearing a grievance must be present at all meetings related to the procedure.

After completion of the current hearing, the Grievance Committee will develop recommendations to the UPS regarding its permanent structure and procedures.

D. Constitution Committee - N. Kraemer

N. Kraemer reported that the Constitution Committee will hold its first meeting on June 22. Issues related to structure and representation of the permanent organization were discussed by the UPS later during this meeting for inclusion in the constitution.

3. Smoking Assistance

This item was tabled until the next meeting for presentation by M. Turner.

4. Fair Labor Standards Act Issue Paper

This item was tabled until the next meeting for presentation by M. Turner.

5. UPS Structure and Representation

N. Kraemer asked that the UPS consider issues of organizational structure and representation for incorporation into the constitution by the Constitution Committee. Items discussed and UPS decisions include:

A. Structure: The structure of the permanent organization will be as a senate.

B. Electorate: The electorate will consist of all unclassified professional personnel (as defined by type of contract) with appointments of 0.5 EFT or above.

C. Representation:

1. Representatives [senators] will be elected by division.

2. Number of representatives for each division will be determined each year based on a 1:25 ratio of representatives to unclassified professional personnel. A count of unclassified professional personnel by division will occur at a specified time each year prior to the senatorial election.

3. The UPS discussed whether ex-officio members and/or members to enhance diversity should be appointed to the permanent senate; this issue was referred to the Constitution Committee for discussion and recommendation.

4. The UPS discussed whether at-large members should be elected to the permanent senate; this issue was referred to the Constitution Committee for discussion and recommendation.

D. Officers: Officers of the senate will be elected by senators rather than by the general constituency.

Unclassified Professional Senate  
June 18, 1992 Minutes  
Page 3

6. Old Business
  - A. Review of UPPC Report and Recommendations: deferred to next meeting.
  
7. As May Occur
  - A. The senators agreed that Doug Vandersee should be invited to join the UPS for the remainder of the present term. D. Vandersee was elected in Fall '91 to represent the President's Division, but the slot was dropped prior to the first meeting of the UPS when the division was subsumed into Academic Affairs.
  
8. Meeting Schedule

The next UPS meeting will be held on Thursday, July 2, at 8:30 a.m. in 425 Ahlberg Hall.

Meeting adjourned 9:55 a.m.