

WICHITA STATE UNIVERSITY
UNCLASSIFIED PROFESSIONAL SENATE
Minutes - July 2, 1992

The Unclassified Professional Senate (UPS) convened on July 2, 1992, at 8:30 a.m. in 425 Ahlberg Hall.

Members Present: Barbara Bowman, Tom Brock, Frankie Brown, Steve Gladhart, Bonnie Johnson, Nancy Kraemer, Don Nance, Janet Nickel, Jill Pletcher, Cathy Razook-Ellsworth, Jim Rogers, Amy Schafer, Mike Turner, Dale Valentine, Doug Vandersee

Member Absent: Barbara Mason

Guest: Marlise McCammon

1. Approval of Prior Minutes

The minutes of the June 18, 1992, Unclassified Professional Senate meeting were approved as submitted.

2. Reports

A. Report from the UPS President - D. Valentine

1. D. Valentine welcomed Doug Vandersee as a member of the UPS.
2. D. Valentine reported that the Board of Regents did not approve the requests of the UPS and the Classified Senate to add representatives from those organizations to the WSU presidential search committee and, to date, he has received no response to his letter to Jack Sampson. However, Kathryn Griffith, president of the Faculty Senate, will meet with D. Valentine to discuss concerns of the UPS and the unclassified professional constituency regarding the search process.
3. D. Valentine has received no response from President Armstrong to the UPS recommendations on the smoking policy or the Traffic Committee composition. There has been no further action on the establishment of an Executive Council consisting of the presidents of the faculty, unclassified professional, and classified senates. B. Bowman will seek information on these items.

B. Constitution Committee - N. Kraemer

N. Kraemer reported that the Constitution Committee is meeting weekly and is proceeding on development of a UPS constitution. A draft should be ready for UPS review by the end of the summer.

3. UPS Appointment

B. Bowman has recommended Noah Hart as the replacement for Terre Johnson on the UPS. N. Hart has accepted the appointment effective July 16.

4. Advisory and Appeals Committee Recommendations - M. McCammon

A. Marlise McCammon attended the UPS meeting to present recommendations from the Advisory and Appeals Committee regarding filling vacancies on the committee. The committee recommended that replacements for division representatives be selected by the committee from a random sample of persons within the same division, and that replacements for at-large members be selected from random samples of all unclassified professionals without regard to division. The UPS directed that the committee also draw from the list of persons who volunteered for service through the committee service interest forms. Through these two methods, the Advisory and Appeals committee will generate a prioritized list of recommended replacements for approval by the UPS at its July 16 meeting.

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- B. M. McCammon reported that the Advisory and Appeals Committee is working on recommendations regarding its charge, structure, and function. The Advisory and Appeals Committee will submit its recommendations to the UPS when they are ready for review.
 - C. The Advisory and Appeals Committee has begun to review the Unclassified Professional Personnel Policy as well as aspects of policy implementation and training needs for unclassified professionals. The UPS agreed that these topics will fall within the purview of the Professional Support Committee once that group has been established; the UPS directed the Advisory and Appeals Committee to continue its review of these areas until the Professional Support Committee is functional, at which time the tasks will be turned over to that committee as part of its charge.
 - D. The UPS discussed the purposes of the Advisory and Appeals Committee and the Grievance Committee and whether Advisory and Appeals should hear grievances regarding terminations related to the current program review process. As part of that discussion, the UPS asked B. Bowman to provide termination lists of university employees by appointment category (unclassified professional, faculty, classified) for the past two years. More information regarding terminations or non-renewal of appointments may be requested after review of the initial data.
5. Grievance Committee - J. Rogers
- A. J. Rogers reported that the Grievance Committee has concluded the current grievance hearing and will forward its recommendation on the matter to President Armstrong. He also reported that, due to the paucity of members and alternates available to participate in the hearings, 1) the Grievance Committee followed the written policy which states that the committee shall function with no less than five members, and 2) the chair voted in the proceedings. The UPS concurred that the Grievance Committee should abide by the written policy until such time as it may be formally revised.
 - B. J. Rogers discussed his concern regarding the shortage of alternates for the Grievance Committee. The UPS directed that, for the present, alternates should be selected from combinations of random samplings of unclassified professionals and volunteers from the interest forms.
 - C. The UPS directed the Grievance Committee to review its policy statement and to develop recommendations for review and approval by the UPS regarding Grievance Committee charge, composition, structure, and function. The Grievance Committee is also to develop recommendations for the presidential appeal process referenced in the current policy.
 - D. The UPS reaffirmed that it will receive activity reports and receive and approve recommendations on policy related to the Grievance Committee. However, the UPS will not intervene in Grievance Committee hearings nor function as an appeals body for grievance decisions.
6. As May Occur
- A. UPS stationery has been printed and is available through N. Kraemer.
7. Meeting Schedule
- A. The next UPS meeting will be held on Thursday, July 16, at 8:30 a.m. in 425 Ahlberg Hall.

Meeting adjourned 10:35 a.m.