

WICHITA STATE UNIVERSITY
UNCLASSIFIED PROFESSIONAL SENATE
Minutes - November 19, 1992

The Unclassified Professional Senate convened on November 19, 1992, at 8:30 a.m. in 425 Ahlberg Hall.

Members Present: Barbara Bowman, Frankie Brown, Tom Brock, Stephen Gladhart, Noah Hart, Bonnie Johnson, Nancy Kraemer, Jill Pletcher, Cathy Razook-Ellsworth, Jim Rogers, Amy Schafer, Mike Turner, Dale Valentine,

Members Absent: Barbara Mason, Don Nance, Janet Nickel, Doug Vandersee

1. Approval of Prior Minutes

Dale Valentine asked that Item 3.A.6. of the November 12 minutes be clarified to indicate that the Faculty Senate's ad hoc Tenure and Promotion Policy Committee recommended that the issues of advancement and tenure eligibility for unclassified professionals with teaching responsibilities be studied by the administration and the teaching members of the Unclassified Professional Senate as well as by the Faculty Senate. The minutes of the November 12, 1992, Unclassified Professional Senate meeting were approved as amended.

2. Reports

A. President's Report - D. Valentine

D. Valentine has forwarded the Senate Constitution approved at the November 17 general meeting to President Armstrong with a memo asking that he approve the document by the end of the fall semester or early in the spring semester so the spring elections may be held on schedule.

3. Review of November 17 General Meeting

Several senators said they had received positive comments from constituents regarding the November 17 meeting, the Senate and its activities, and the presentations by the senators.

4. Phased Retirement Program

M. Turner reported that the Board of Regents rejected a proposal last year to reduce the retirement age to fifty-five and that the Kansas Attorney General's office had issued an opinion that the reduced service plan which had been available to faculty was no longer legal as formulated. At the direction of the Board of Regents, a task force of representatives from Regents' institutions was formed to study the problem and make recommendations to the Board; M. Turner served on that task force. The task force presented a proposal today to the Council of Presidents which included recommendations that the minimum retirement age be reduced to age fifty-five and that the reduced service program be reformulated to become a phased retirement program which would meet current guidelines. Unclassified personnel who participate in the program would not be counted against their departments' EFT limitations. A third recommendation from the task force was that future consideration be given to additional retirement incentives ("windows") for specified periods of time as conditions warrant. Some members of the task force believed that only faculty should be eligible for the reduced service program and that the recommendation might not be approved by the Regents with unclassified professionals included, but the majority of the task force members felt that unclassified professional personnel should be included in the program. M. Turner will alert the Senate if it appears that unclassified professional personnel will be dropped from the program.

5. As May Occur

A. N. Hart distributed a list of three concerns raised by his constituents:

1. Method of communicating with constituency - receiving and sharing information efficiently, perhaps by newsletter: N. Kraemer and D. Valentine remarked that the cost of duplicating materials for the November 17 had depleted the Senate's budget, and although a newsletter may be a good method of communication, funding is not available; however, the Senate has recommended placing its minutes, the personnel policy, and other communications on the university mainframe when that is technically feasible. J. Rogers advised the Senate that University Computing has recently acquired a new program which should permit development of a university bulletin board. This new program should be available for use soon after January 4, and J. Rogers will pursue the possibility of publishing Senate communications via the program.

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2. Article III membership - intent, and conflict of interest if deans and higher-level administrators are considered members of the constituency: B. Bowman, N. Kraemer, and J. Rogers responded that it was the position of the Unclassified Professional Policy Committee that all university employees should have representation through some aspect of the shared governance process, and that if unclassified personnel were not considered to be "faculty", they would be included in the unclassified professional constituency, regardless of their titles or positions. The Senate reaffirmed this position prior to development of the Constitution and sees no conflict of interest in including higher level administrators among its constituents. The senators present agreed.
 3. Professional development - what is the Senate perspective; is an official position necessary; is there a need for programming in addition to professional staff orientation; if so, in what areas: D. Valentine stated that this was one of the first issues addressed by the Senate, and in response to a request to Provost Cottle that professional development funds be made available to unclassified professionals, the Senate received assurance from Associate Vice President McDougall that the mil levy funds provided for professional development are intended for unclassified professionals as well as faculty. Some senators commented that they are unaware of professional development funds allocated to their units and/or how to request those funds. This issue will be referred to the Unclassified Professional Support Committee for additional consideration and action, and N. Hart will provide a listing of professional development activities organized by Student Affairs.
 - B. The Senate discussed the possibility of sponsoring an informal gathering to promote communication and collegiality among unclassified professionals. F. Brown, N. Hart, B. Johnson, and C. Razook-Ellsworth will work on this project.
 - C. B. Bowman distributed copies of the proposed overload policies for faculty and classified personnel, and she asked the Senate to consider a policy for unclassified professionals. Issues of particular concern are the definition of "administrators" and who should be permitted to receive overload pay. The Unclassified Professional Support Committee will develop a draft for Senate review.
 - D. B. Bowman distributed copies of a proposed university policy on sexual harassment. Senators will consider the policy for discussion at the December 3 Senate meeting.
 - E. The December 2 luncheon meeting with the president and president-elect of the KU Professional Staff Association will be held at 11:30 a.m. at the University Club. Lunch will be provided at no cost to senators or the KU guests. Senators are to advise D. Valentine in advance if they plan to attend.
6. Meeting Schedule
The next meeting of the Unclassified Professional Senate is scheduled for Thursday, December 3, at 8:30 a.m. in Room 425 Ahlberg Hall.

Meeting adjourned 10:00 a.m.