

WICHITA STATE UNIVERSITY  
UNCLASSIFIED PROFESSIONAL SENATE  
Minutes - February 4, 1993

The Unclassified Professional Senate convened on February 4, 1993, at 8:30 a.m. in 425 Ahlberg Hall.

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

Members Absent: Noah Hart, Don Nance, Jill Pletcher, Doug Vandersee

1. Approval of Prior Minutes

The minutes of the December 3, 1992, meeting were approved as submitted.

2. Reports

A. UPS Survey - B. Johnson

B. Johnson reported on the UPS survey conducted in mid-December: the survey generated a 21.5% response rate and indicated that there is a high demand among unclassified professional personnel for professional development opportunities.

D. Valentine asked the Activities Committee (F. Brown, N. Hart, B. Johnson, C. Razook-Ellsworth) to begin development of proposals for professional development activities.

The UPS will provide information to the unclassified professional constituency regarding survey results and actions taken by the Senate.

B. Early Retirement - M. Turner

M. Turner reported that the Board of Regents has approved and forwarded to the legislature the proposal to permit early retirement and phased retirement for faculty and unclassified professionals. The proposal is to be considered by the legislature during the current session.

C. President's Report - D. Valentine

1. D. Valentine reported that in early January, he, T. Brock, and N. Kraemer attended various interview sessions with three of the six presidential candidates; two of those three candidates are on the finalist list sent to the Board of Regents. After discussion of the candidates and the search process, the members supported sending a letter to the Board of Regents expressing concern that the candidate selected should be one who can provide leadership and vision for the university while encouraging team building and participatory governance. D. Valentine will draft the letter for UPS review. He will also contact the presidents of the faculty and classified senates to discuss the possibility of sending the letter as a joint communication; if they do not wish to participate, the letter will be sent solely from the UPS.

2. On December 4, the Telecommunications Strategic Planning Committee endorsed a proposal to install a voice mail system at WSU. Bids are currently being solicited for the system.

3. D. Valentine has received a draft policy for establishment of a University Traffic Committee with membership comprised of two faculty, two classified personnel, two unclassified professionals, and seven students. According to the draft policy, this committee would make recommendations to the president on policy pertaining to traffic matters but would not address issues dealing with new parking lots, financing, or enforcement of traffic regulations.

4. President Armstrong has not yet approved the UPS constitution. The constitution has been sent for review to the Regents attorney and the vice presidents.

Unclassified Professional Senate Minutes  
February 4, 1993  
Page 2

3. UPS Seminar Series

Information sessions for unclassified professionals will be held on February 12 and 17. F. Brown coordinated the sessions, and Human Resources and Media Resources provided funding and support.

4. FY'94 Budget Recommendations.

The governor's FY'94 budget recommendations include: 3.0% salary increases for unclassified personnel plus a 1.0% increase in the state's contribution to unclassified retirement; 1.5% base increase and step adjustments for classified personnel, with a 0.5% decrease in employee retirement contributions; 5.0% increase in student assistant funds; and 4.0% increases in OOE.

B. Bowman reported that WSU unclassified salaries currently equal 78% of those at peer institutions, and she stated that poor salaries and benefits are responsible for loss of many appointees and position candidates.

5. Personnel Issues

The Senate discussed personnel issues which require attention during the spring semester:

A. Overload Policy: B. Bowman reported that issues pertaining to overload are still being researched and may be dependent on Board of Regents policies. She will provide more information as it becomes available.

B-D. Policies on Non-Reappointment, Consulting, Dismissal with Cause: S. Gladhart reported that the Unclassified Professional Support Committee has been working on these issues and will make recommendations to the Senate within the next month.

E. Alternative Tenure Track: The Senate reviewed the report of the Faculty Senate ad hoc Tenure and Promotion Committee which recommended study of issues pertaining to development of processes for peer review, career development, and/or an alternative tenure track for unclassified professionals with teaching responsibilities. The Senate agreed that the UPS should appoint a task force to study these and related issues; D. Valentine will prepare a list of names to be reviewed by the Senate for appointment to the task force.

F. Exempt/Non-Exempt Status: B. Bowman and M. Turner provided background information on this issue and stated that position review for exempt/non-exempt status is an on-going process due to Fair Labor Standards Act regulations. Senators discussed potential negative ramifications for employees classified as non-exempt. Senate discussion considered the need for additional education for supervisors and employees regarding these regulations and possible mediation procedures for persons wishing to resolve disputes or concerns without employing the formal grievance process. Senators concurred that the UPS should explore the concerns of non-exempt employees with regard to supervision, evaluation, and other related issues and considered the possibility of designating an "ombudsman" who could refer persons with concerns to appropriate campus resources. This issue will be discussed further in future meetings.

6. Spring Elections

Processes for the spring elections will begin soon. At the next meeting, N. Kraemer will present a timetable for the procedures and will recommend a UPS subcommittee to conduct initial elections for the Election Committee.

7. Meeting Schedule

The next meeting of the Unclassified Professional Senate will be held on Thursday, February 18, 1993, at 8:30 a.m. in 425 Ahlberg Hall.

Meeting adjourned 10:45 a.m.