

WICHITA STATE UNIVERSITY
UNCLASSIFIED PROFESSIONAL SENATE
Minutes - April 15, 1993

The Unclassified Professional Senate convened on April 15, 1993, at 8:30 a.m. in 425 Ahlberg Hall.

Members Present: Tom Brock, Frankie Brown, Stephen Gladhart, Noah Hart, Nancy Kraemer, Don Nance, Janet Nickel, Cathy Razook-Ellsworth, Amy Schafer, Dale Valentine, Doug Vandersee

Members Absent: Barbara Bowman, Bonnie Johnson, Barbara Mason, Jim Rogers, Jill Pletcher, Mike Turner,

1. Approval of Prior Minutes

The minutes of the April 1, 1993, meeting were approved as submitted.

2. Reports

A. UPS President - D. Valentine

1. At its March meeting, the Board of Regents approved three WSU degree programs: the PhD in Community/Clinical Psychology, the MEd of Education in Curriculum and Instruction, and the MEd in Sports Administration. The third proposal was approved by the Regents in spite of recommendations from the Regents' staff that the free-standing degree proposal be disapproved in favor of concentrations in the area.
2. The Regents have approved distribution of the \$400,000 recommended by the governor for the advanced nurse practitioner program: \$106,148 to WSU, \$106,148 to Fort Hays, \$187,704 to KUMC.
3. A Committee on Academic Operations has been formed as a permanent subcommittee of the Academic Council to analyze the impact of changes in policies relating to academic functions. Martha Shawver chairs the committee; unclassified professionals serving as members on the committee include N. Hart, J. Rogers, D. Valentine, and Norma Gribble. The first issue before the committee is how to address unpaid fines and other obligations via telephone registration.
4. According to reports in The Sunflower, the search committee for the Academic Vice President will be composed of representatives from the faculty, administration, and students, but none from the unclassified professional personnel. D. Valentine and N. Kraemer will draft a letter to Dr. Hughes requesting that the committee include unclassified professional representation.

B. Activities Committee - C. Razook-Ellsworth

1. To date, 40 persons have registered for the April 27 TQM workshop, and 38 for the May 12 session.
2. Lynda Sade has volunteered the Woodman Alumni Center to host the UPS Reception. The reception will be scheduled in late afternoon; possible dates are May 14 or May 21, depending on Woodman Center availability.
3. Brown Bag sessions to view the "Business of Paradigms" videotape have been scheduled for Noon-1:00 p.m. on April 29 and May 6 in Studio A, MRC. The "Power of Vision" videotape may be scheduled for May 13.
4. F. Brown circulated samples of pins available from the state for 5, 10, 15, 20, and 30 years of service; the pins are currently awarded only to classified personnel but may be used for any state employee and are available at no cost to the institution. The Activities Committee will develop a proposal for a recognition ceremony for unclassified professional personnel to be conducted during the Fall 1993 general meeting. The first ceremony will be inclusive of total years served to date (5-year pins for persons who have served 5-9 years, 10-year pins for 10-14 years, 15-year pins for 15-19 years, 20-year pins for 20-24 years, and 30-year pins for 30+ years); award ceremonies in subsequent years will recognize employees only during their anniversary years (5, 10, 15, 20, and 30 years). Persons with twenty-five years of service are recognized through the "Benders of the Twig" ceremony, which has historically included all categories of employees -- classified, unclassified professional, and

- faculty; therefore, no additional award will be made for those with 25-29 years of service. The Committee will recommend methods of incremental recognition for those with 35, 40, and more years of service.
5. D. Vandersee updated the Senate on the two grievance issues currently under consideration. Neither case seems to be approaching resolution to date.
 6. Neither F. Brown nor J. Nickel received notification of the recently-scheduled Traffic Policy Committee meeting. They will call the chairperson to ensure that they receive advance notice of future meetings as well as copies of the meeting minutes and related materials. They will report to the Senate at the next meeting.
 7. N. Kraemer reported that the nominations for the 1993-95 Senate and the 1994 Election Committee have been turned over to the 1993 Election Committee for confirmation of nominees' willingness to serve. Ballots will be mailed on April 19 and are due to the Election Committee by April 27.
3. Hughes Inaugural
 - A. Schafer reported that an inauguration ceremony for President Hughes is being planned for October 15 in Levitt Arena; Shocktober Fest activities are scheduled during the same week. Members of the Board of Regents will attend; the Senate recommended also inviting Governor Finney, Senators Dole and Kassebaum, Congressman Glickman, state legislators, city and county officials, and representatives from community groups. D. Valentine suggested that the ceremony should be videotaped and audiotaped for the university archives.
 4. April 21 General Meeting

Notification of the April 21 general meeting will be mailed today. The agenda will include:

 1. Introduction of 1993 Election Committee - N. Kraemer
 2. Introduction of Nominees for 1993-95 Senate and 1994 Election Committee - Dorothy Harmon
 3. Information/Update on Senate Activities - D. Valentine
 4. Budget Update - Mary Herrin
 5. Tuition Assistance Committee - B. Mason
 6. Information/Updates
 - A. Smoking Policy - M. Turner
 - B. Employee Assistance Programs - David Strange
 - C. TQM Workshops - F. Brown
 - D. Senate Reception - C. Razook-Ellsworth
 - E. Brown Bag Sessions - B. Johnson
 7. Inauguration Ceremony for President Hughes - A. Schafer
 8. As May Occur
 - A. Constituency Concerns and Issues (F. Brown and C. Razook-Ellsworth will prepare hand-out sheets for distribution at the beginning of the meeting to collect these)
 7. Policy on Consulting and Outside Income
 - A. Consideration of additional drafts of the policy was postponed until future meetings due to M. Turner's absence.
 - B. D. Nance presented a list of guidelines/criteria/standards he had drafted for evaluation of proposals related to consulting and outside income. After review, the Senate acted as follows:
 1. indicated agreement with Items 1-5 and 8-9;
 2. recommended revising Item 6 to state, "Conflicting policies should be eliminated";
 3. recommended that Item 7 incorporate the concept that faculty role statements and unclassified professional job descriptions delineate expectations regarding consulting, practice, performance, and related receipt of additional income;

4. recommended that Item 10 be revised to read, "The amount of income related to consulting activities is relevant for reporting only when the nature and amount of the activity necessitates negotiating a change in normal duties or a charge for substantial (vs incidental) use of university equipment/materials";

Other issues and concerns expressed by Senators included 1) differences in expectations due to varying roles of unclassified personnel (positions with specific responsibilities and set hours vs more flexible duties and hours of other positions); 2) expectations placed on RU-funded centers to compete with community resources and often with other personnel within the university to generate self-support; and 3) lack of reward/financial incentive for personnel charged with generating outside income for their units. In addition, the Senate suggested securing policies from other institutions regarding consulting and outside income to review their approaches to these issues.

D. Nance will prepare a revised draft of the proposed guidelines for review at the next meeting. Senators with additional suggestions for the draft should contact him prior to May 5.

7. As May Occur

A. Schafer reminded the Senate that the Science Building will be dedicated on May 7. There will be science demonstrations for high school students in the building from 8:30-11:45 a.m., with the dedication ceremony beginning at 1:30 p.m.

6. Meeting Schedule

The next meeting of the Unclassified Professional Senate will be held on Thursday, May 6, 1993, at 8:30 a.m. in 425 Ahlberg Hall.

Meeting adjourned 10:00 a.m.