

WICHITA STATE UNIVERSITY
UNCLASSIFIED PROFESSIONAL SENATE
Minutes - May 6, 1993

The Unclassified Professional Senate convened on May 6, 1993, at 8:30 a.m. in 425 Ahlberg Hall. N. Kraemer chaired the meeting in D. Valentine's absence.

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

Members Absent: Noah Hart, Dale Valentine, Doug Vandersee

1. Approval of Prior Minutes

The minutes of the April 15, 1993, meeting were approved as submitted.

2. Reports

A. UPS President - N. Kraemer for D. Valentine

1. President Armstrong has signed a new policy for the University Traffic Committee establishing revised membership as two representatives each from the unclassified professional personnel, the classified staff, and the faculty, recommended by each of the respective senates; seven students recommended by the SGA; and the WSU Chief of Police as an ex-officio, non-voting member. UPS representatives on the committee are Frankie Brown and Janet Nickel.
2. Vice President King has requested a representative from the UPS to serve on the inaugural committee for Dr. Hughes. The Senate recommended that Charli Frederick from Media Resources serve on this committee; D. Valentine will confirm C. Frederick's willingness to serve and will notify E. King. F. Brown volunteered to serve if C. Frederick is unable to do so.
3. John Schuh has notified the senate presidents that the Heskett Center will not raise its faculty/staff rates for FY'94. The Center will increase guest and dependent fees and will additionally seek other ways to balance its budget for next year.

B. Election Update - N. Kraemer

N. Kraemer announced the results of the UPS and 1994 Election Committee elections as follows:

1994 Election Committee: Michel Best, Greg Carroll, Norma Gribble, Treva Lichti, Dave Wasinger;

Unclassified Professional Senate

Academic Affairs: Tom Brock, Kevin Clark, Steve Gladhart, Nancy Kraemer, Linda Matson, Cathy Razook-Ellsworth, Mike Wood, Bill Wynne

Administration and Finance: Lynette Seymour

Advancement: Stephanie Casper

President's Division: Jennifer Keys, Doug Vandersee

Student Affairs: Grady Landrum, Don Nance, Jill Pletcher

C. Activities Committee - F. Brown, B. Johnson, C. Razook-Ellsworth

1. The UPS Reception will be held on Friday, May 14, from 3:30-5:30 p.m. in the Woodman Alumni Center.
2. Sixty persons have registered to date for the May 12 TQM workshop. C. Razook-Ellsworth circulated evaluation results and comments on the April 29 session.

3. Brown Bag sessions will be held today and May 13 from Noon-1:00 p.m. M. Turner volunteered to introduce today's session.

D. Grievance Updates - J. Rogers and M. Turner

J. Rogers and M. Turner reported that the parties in the first grievance case are still involved in on-going discussions. The Grievance Committee has ruled that the second case lacked merit and has declined to hear it.

E. Gopher - N. Kraemer

Minutes and announcements for the Unclassified Professional Senate are being placed on Gopher for general access through the mainframe.

3. UPS Appointments to 1993-95 Senate

The 1993 Election Committee presented a slate of nominees in priority order to fill the two appointed positions on the 1993-95 Senate. The Senate concurred with the Election Committee's recommendations of Victor Chavez and Bonnie Johnson for appointment. B. Johnson agreed to serve; N. Kraemer will contact V. Chavez to confirm his willingness to serve.

4. Unclassified Representation on AVP Selection Committee

In response to the letter sent to Dr. Hughes by N. Kraemer and D. Valentine asking that unclassified professional representation be added to the Academic Vice President Selection Committee, representatives will be added from the Unclassified Professional Senate, the Classified Senate, and the Student Government Association. President Armstrong has asked D. Valentine to serve as the UPS representative; the Senate concurred and asked that D. Valentine serve in this role for the duration of the committee's activity. The Selection Committee will meet with Dr. Hughes during a visit to campus in late May.

A revised ad for the Academic Vice President position has been placed in the Chronicle of Higher Education, indicating that review of applications will begin August 15 and that the appointment will be effective January 1, 1994, or as soon as possible thereafter.

5. Items for Discussion with President Hughes

The Senate recommended that two primary requests be conveyed to Dr. Hughes for implementation upon his assumption of the university presidency: 1) that regular meetings of the Executive Council (Dr. Hughes and presidents of the UPS, Classified Senate, Faculty Senate, and SGA) be established and continued; and 2) that Dr. Hughes meet regularly (at least once per semester) with the UPS. The Senate considered issues to be discussed with Dr. Hughes during these meetings; suggested topics included policy review and revision (non-reappointment, consulting and outside income, alternate tenure track for unclassified professionals with teaching responsibilities, equal application of policies), professional development (career development and advancement, education/training opportunities, and tuition waiver for employees and families); and university committee structure (new committees, conversion of selected Faculty Senate committees to university committees, and representation for all campus constituencies regarding issues with university-wide implications). The Senate will also prepare a "fact sheet" for presentation to Dr. Hughes with information about the UPS and unclassified professional personnel at WSU.

6. Policy on Consulting and Outside Income

A. The UPS reviewed D. Nance's revised draft of guidelines for evaluating proposed policy changes relating to consulting and outside income. The Senate concurred with the new draft and adopted the guidelines for recommendation to Central Administration.

B. M. Turner reported that he has met with the vice presidents to discuss the Senate's concerns regarding revision of the consulting/outside income policy. The vice presidents agree that the current policy should remain in effect until all pertinent issues have been discussed and resolved and that the policy should be equitably applied to all university employees. The vice presidents also supported the development and implementation of reporting mechanisms prior to beginning policy revision.

Unclassified Professional Senate Minutes
May 6, 1993
Page 3

The Senate discussed inclusion of agreements regarding consulting and outside income in employment agreements and contracts; B. Bowman commented that the current contract form has no room for such provisions but that separate letters of agreement could be provided in conjunction with the contract. S. Gladhart remarked that application of the policy may differ with varying responsibilities and that such deviations from standard policy interpretation should be delineated.

7. Policy Issues and Re-evaluation

A. J. Rogers expressed concern that policy and procedures for the Grievance Committee should be reviewed and revised prior to the beginning of the next academic year. He will convene a meeting of the Grievance Committee to draft recommendations for consideration by the Senate during June.

B. Consideration of policy and procedure revisions for the Advisory and Appeals Committee will be deferred until next year.

8. Agenda for Referral to the 1993-95 Senate

Items for referral to the 1993-95 Senate will be discussed at the May 20 meeting.

9. As May Occur

A. The Senate thanked Jim Rogers for representing the UPS at the farewell reception for President and Mrs. Armstrong on May 5.

B. B. Bowman expressed concern that discussion regarding revision of the university's sexual harassment policy should be undertaken by a university committee rather than by individual groups. The Senate concurred and requested that D. Valentine write Interim AVP Dreifort to request that a university-wide committee with representation from all constituencies be appointed to discuss this issue and develop recommendations for revision of the policy; the memo may also cite the need to provide total university representation for other institutional policies.

10. Meeting Schedule

The next meeting of the Unclassified Professional Senate will be held on Thursday, May 20, 1993, at 8:30 a.m. in 425 Ahlberg Hall.

Meeting adjourned 9:56 a.m.