

WICHITA STATE UNIVERSITY
UNCLASSIFIED PROFESSIONAL SENATE
Minutes - May 20, 1993

The Unclassified Professional Senate convened on May 20, 1993, at 8:30 a.m. in 425 Ahlberg Hall.

Members Present: Tom Brock, Frankie Brown, Stephen Gladhart, Noah Hart, Bonnie Johnson, Nancy Kraemer, Barbara Mason, Don Nance, Jill Pletcher, Cathy Razook-Ellsworth, Dale Valentine, Doug Vandersee

Members Absent: Barbara Bowman, Janet Nickel, Jim Rogers, Amy Schafer, Mike Turner

1. Approval of Prior Minutes

The minutes of the May 6, 1993, meeting were approved as submitted.

2. Reports

A. UPS President - D. Valentine

1. D. Valentine thanked the Senate for the gift and certificate presented to him at the May 14 reception, with special appreciation to B. Mason for her excellent presentation speech.
2. D. Valentine reported that he has sent a memo to Interim AVP Dreifort requesting that a university committee be established to discuss the sexual harassment policy; he has not yet received a response.
3. Charli Frederick has agreed to serve as the unclassified professional representative on the Inaugural Committee for Dr. Hughes. The first meeting will be held this week.
4. The Budget Advisory Committee met earlier in the month to review proposed program enhancement items for inclusion in the university's FY'95 legislative budget request; the committee met again this week and eliminated two of the three program enhancement priorities established during the deans/directors meeting on May 14. D. Valentine did not attend the May 14 meeting and is uncertain if he was notified of the session. He noted that the function of the Budget Advisory Committee appears to have shifted from "advisory" to decision-making, and he expressed concern that this seems to be an inappropriate function for the committee due to inadequate planning time and lack of information. He recommended that the budget planning/review process be added to the list of concerns to be discussed with Dr. Hughes.

B. Professional Development Committee - F. Brown, B. Johnson, C. Razook-Ellsworth

1. Approximately 60 persons attended the UPS reception on May 14. The Professional Development Committee will send a letter of appreciation to Linda Sade and the Alumni Association staff for hosting and paying for the reception. The Alumni Association has offered to sponsor an annual reception for unclassified professional personnel; the Professional Development Committee will plan that event into its activities.
2. Thanks will also be sent to the Athletic Association for donating the WSU cups presented to the senators and to MRC personnel who prepared the certificate for D. Valentine.
3. C. Razook-Ellsworth reported on the TQM orientations to date; the final session will be offered on June 2 from 8:30-11:30 a.m. Notices announcing the session will be mailed this week. The Senate expressed its thanks to Bobbi Dreiling in CHP for outstanding clerical support for the TQM mailings and registration.

C. Grievance Issues Update - J. Rogers

J. Rogers reported via N. Kraemer that there has been no further development re the pending case.

D. Senate Appointment - N. Kraemer

Victor Chavez has accepted appointment to the Senate for the 1993-94 term.

3. Policy Issues and Re-evaluation

The Grievance Committee will develop recommendations for review by the Senate next month; the Senate will convene a special meeting on June 24 to review and discuss the recommendations. D. Valentine noted

that neither the current grievance policy nor the Unclassified Professional Personnel Policy provides that the Grievance Committee may decline to hear written grievances; if the Senate wishes to so empower the committee, he believes the policy must be changed to avoid charges that "due process" has been violated.

4. Agenda for Referral to New Senate

The Senate discussed items for referral to the 1993-95 Senate:

General Activities

- General meetings (one per semester)
- Committee representatives - review current appointments, seek volunteers for new appointments
- Election Committee: fall informational meeting, appointment of two senators to serve on committee
- Unclassified Professional recognition presentations - spring meeting
- Regular Inside WSU coverage of Senate meetings and activities
- Annual reception for unclassified professional personnel

Issues for Discussion/Action

- X- Establishment of regular Executive Council meetings
- X- Establishment of regular meetings of Senate with Dr. Hughes
- X- Establishment of university committees with representation for all constituencies
- Salary differential - "instructional" vs "non-instructional"
- Alternate tenure track for teaching unclassified professional personnel
- Grievance policy and procedures
- Retrenchment policy and procedures
- Non-reappointment policy
- Consulting and outside income policy
- Equitable application of policies to all constituencies
- Appointment designation - delineation of "temporary"
- Professional development (career advancement, continuing education, recognition)
- Tuition waiver for employees and families
- Senate budget and clerical support

5. Transition Meeting with New Senators

New senators will be invited to attend the June 24 meeting to provide continuity as the old Senate phases out. New senators will receive copies of past UPS minutes for their review prior to June 24.

6. As May Occur

- A. D. Valentine proposed the development of the "Wayne Carlisle Distinguished Service Award" to be presented annually to a WSU unclassified professional for exemplary service to the university and/or the community at large. The Senate supported the idea and asked the Professional Development Committee to develop a formal proposal for the program.
- B. N. Kraemer distributed copies of B. Mason's presentation speech to D. Valentine at the May 14 reception. Senators asked that the presentation be included in the Senate archives and sent for possible publication in Inside WSU.
- C. N. Kraemer distributed copies of the "Guidelines/Criteria/Standards for Evaluating Proposals Related to Consulting and Outside Income" developed by D. Nance and adopted by the Senate at its May 20 meeting. Copies of the document will be sent to B. Bowman, J. Dreifort, G. McDougall, M. Turner, and P. Zoller.

7. Meeting Schedule

The next meeting of the Unclassified Professional Senate will be held on Thursday, June 24, 1993, at 8:30 a.m. in 425 Ahlberg Hall.

Meeting adjourned 9:46 a.m.

WICHITA STATE UNIVERSITY
UNCLASSIFIED PROFESSIONAL SENATE

MEMORANDUM

DATE: June 2, 1992
TO: UPS Senators
FROM: Nancy Kraemer *Nancy R*
SUBJECT: June 24 Meeting

The next -- and final -- meeting of the 1992-93 Unclassified Professional Senate will be held on Thursday, June 24, beginning at 8:30 a.m. in 425 Ahlberg Hall (note that the meeting will be in our regular meeting room of 425 Ahlberg and not the CAC as previously planned). The primary topic of discussion for that meeting will be the recommendations to be made by the Grievance Committee for revisions in the Grievance Policy and committee procedures.

We have also invited the new senators for the 1993-95 Senate to attend on June 24. This will serve as a "transitional" meeting to welcome the new senators and to familiarize them with Senate operations before their terms begin on July 1.

We've accomplished a lot in the past eighteen months. We hope you can all attend the June 24 meeting to discuss the important topic of grievance policy as well as for one last session together before the Senate moves on into its next phase.

Copies for:

Barbara Bowman
Tom Brock
Frankie Brown
Steve Gladhart
Noah Hart
Bonnie Johnson
Barbara Mason
Don Nance
Janet Nickel
Jill Pletcher
Cathy Razoock-Ellsworth
Jim Rogers
Amy Schafer
Mike Turner
✓ Dale Valentine
Doug Vandersee