

August 12, 1993

THE WICHITA STATE UNIVERSITY
UNCLASSIFIED PROFESSIONAL SENATE

August 12, 1993

8:30 a.m.

425 Ahlberg Hall

AGENDA

1. Approval of Prior Minutes (July 15, 1993)
2. Reports
 - A. President's Report - N. Kraemer
 1. University Cabinet
 2. "Inside WSU" Coverage
 3. Campus Directory Listings
 4. Invited Guests
 5. Grievance Policy and Procedure Recommendations
 6. Appointment Policies
 7. Joint Senate Activities
 8. Other
 - B. AVP and AA Searches
 - C. Professional Development Committee - B. Johnson, C. Razook-Ellsworth
 1. UPP Recognition Program
 2. Wayne Carlisle Distinguished Service Award Program
 - D. Other
3. 1993-94 Committee Disposition and Appointments
 - A. Committee on Committees
 - B. Election Committee
 - C. Support Committee
 - D. Professional Development Committee
 - E. Grievance Committee
 - F. Advisory and Appeals Committee
 - G. University Committees
4. Prioritization of Senate Agenda for 1993-94
5. Fall General Meeting
 - A. Date
 - B. Agenda
 1. President Hughes
 2. Wayne Carlisle Posthumous Award
 3. Activities Update
 4. Other
6. 1993-94 Meeting Schedule
7. As May Occur

**WICHITA STATE UNIVERSITY
UNCLASSIFIED PROFESSIONAL SENATE**

Minutes - August 12, 1993

The Unclassified Professional Senate convened on August 12, 1993, at 9:00 a.m. in 425 Ahlberg Hall.

Senators Present: Tom Brock, Stephanie Casper, Victor Chavez, Stephen Gladhart, Bonnie Johnson, Nancy Kraemer, Jill Pletcher, Mike Wood, Bill Wynne

Senators Absent: Kevin Clark, Jennifer Keys, Grady Landrum, Linda Matson, Don Nance, Cathy Razook-Ellsworth, Lynette Seymour, Doug Vandersee

Guests Present: Cass Brunner

1. Approval of Prior Minutes

Approval of minutes were tabled until September 9.

2. Reports

A. Senate Business - N. Kraemer

1. President Hughes has recommended the formation of a University Cabinet composed of the Vice Presidents, Deans, and Senate Presidents. The Cabinet is to meet twice monthly with the first meeting being August 25.
2. "Inside WSU" coverage will be provided by the Secretary sending the minutes and meeting notices to Cass Brunner on a regular basis starting with this meeting (August 12).
3. Nancy Kraemer will followed up with getting the Unclassified Senate listed in the Campus Directory with Kat Schneider.
4. Nancy sent a memo to invite Barbara Bowman and Mike Turner to sit with the Senate at all meetings and activities to provide counsel and advise in their capacities as Director of Affirmative Action and Director of Human Resources and the invitation was accepted.
5. Grievance Policy Recommendations were reviewed by B. Bowman and M. Turner, and some changes were made based on their comments and those of Grady Landrum and Linda Matson. The Policy was then referred to the Regents' Attorney, Ted Ayres, for review. N. Kraemer and J. Rogers will meet with T. Ayres at 4:00 PM August 12.
6. Appointment Policies: Ted Ayres informed B. Bowman of a statewide review of unclassified professional appointment policies to develop standard policies across the state.
7. Joint Senate Actives: A joint meeting has been set up on August 31 with Cat Weber, classified and Jim Clark, faculty to discuss issues that the three senates can work on jointly. The following list was generated to assist N. Kraemer in the meeting: Unclassified/faculty alternate tenure track, tuition waiver, sexual harassment, professional and career development, coordinated handbook, university committees, consulting and outside income, "temporary" appointments, and a resolution to administration on the impact of parking for new buildings - a parking impact statement.
8. Other
 - a. Capital Improvement Planning Committee met on July 30 and discussed: Martin Luther King, Jr. Sculpture, and ad hoc committee to be established to develop sculpture plan, Tennis Complex dedication set for September 11 and the Eliot School ground breaking ceremony set for

Unclassified Professional Senate Minutes

August 12, 1993

2

August 26.

- b. The University is seeking parking consultants to advise on parking issue.
- c. New Personnel Orientation is set for August 16 with an initial combined session then break-out sessions for faculty and unclassified professional personnel. N. Kraemer will be attending.
- d. University Convocation scheduled for August 17 has been canceled.
- e. Presidential inauguration is set for October 13.
- f. A meeting with the State Budget Analyst is set for August 23 with President Hughes, the vice presidents, senate presidents and D. Roberts.

B. Academic Vice President and Athletic Director Searches

There was no report.

C. Professional Development Committee

- 1. UPP Recognition Program - No report.
- 2. Wayne Carlisle Distinguished Service Award - B. Johnson reported that no meeting had occurred but several were being set up.

3. Fall General Meeting has been set for September 29 at 209 Hubbard Hall from 3:30 - 5:00 PM. The agenda has been tentatively set as:

- A. President Hughes
- B. Wayne Carlisle Distinguished Service Award
- C. Senate President's Report on to-date and current activities
- D. Other

4. 1993-1994 Senate Committee Disposition and Appointments

- A. Committee on Committees (disbanded)
- B. Constitution Committee (disbanded)
- C. Unclassified Professional Support Committee
 - S. Gladhart, current chair, reported on the history of the Committee and a desire to solicit for membership. Current Senators on the UPS committee are S. Gladhart, D. Nance, J. Pletcher and B. Wynne.
 - a. Consulting Sub Committee
 - Current membership is Mike Turner, Don Nance & Mike Wood.
 - b. Tuition Sub Committee
 - Current membership is Barbara Bowman, Barbara Mason, Don Nance, and Stephanie Casper.
 - c. Advisory & Appeals Sub Committee
 - Support Committee will develop recommendations for the charge and membership of this committee.
 - d. Smoking Assistance Sub Committee is disbanded.
- D. Professional Development Committee

Unclassified Professional Senate Minutes

August 12, 1993

3

The current membership is Frankie Brown, Cathy Razook-Ellsworth, Amy Schafer, Jill Pletcher and Bonnie Johnson.

E. Senate's Election Committee

The constitution requires two senators from the standing Senate. Kevin Clark and Victor Chavez have been appointed to this committee.

F. Senate's Grievance Committee

Membership is on hold until policy has been established.

G. University's Capital Improvement Planning Committee

Nancy Kraemer is the Senate's representative with Tom Brock as alternate.

H. University's Traffic Committee

Bill Wynne is the Senate's representative with either Frankie Brown or Janet Nickel.

I. University Council

Nancy Kraemer as Senate President is the Senate's representative.

J. Heskett Center Advisory Board

Tom Brock will serve on the Board with the approval of Howard Taylor.

K. University Computing & Telecommunications Strategic Planning Committee

Mike Wood reported on the committee's three year history.

There will be a survey prepared and sent to the Unclassified Professional Personnel requesting volunteers to fill in on the different committees.

5. Prioritizing of Senate Agenda

The following items are listed in order of concern for the Senate to cover in the coming year:

- A. Alternate tenure track for teaching unclassified professional personnel
- B. Appointment Policies Clarification: "Temporary" and a consolidated handbook
- C. Consulting and outside income
- D. Meeting with Dr. Hughes to discuss representation on university committees and differential salary increments
- E. Grievance Policy
- F. Retrenchment Policy
- G. Professional development (career advancement, continuing education, recognition)
- H. Sexual Harassment Policy for the University

5. As May Occur

Nothing was brought up for Senate discussion.

6. Meeting Schedule

The Senate will next meet on the second and fourth Thursdays at 8:30 AM in Ahlberg Hall Room 425 beginning on September 9.

Meeting adjourned 10:00 a.m.