

WICHITA STATE UNIVERSITY  
UNCLASSIFIED PROFESSIONAL SENATE  
January 27, 1994  
8:30 a.m.  
425 Ahlberg Hall

**NOTE: PLEASE NOTIFY NANCY KRAEMER (EXT 3600), CATHY RAZOOK-ELLSWORTH (EXT 3688),  
OR BONNIE JOHNSON (EXT 3404) PRIOR TO THE MEETING IF YOU CANNOT ATTEND.**

AGENDA

1. Approval of Prior Minutes - November 11, 1993, and January 13, 1994
2. Reports
  - A. President's Report - N. Kraemer
    1. University Cabinet Meeting
    2. FY'95 Budget
    3. Issues re New Appointment Category (attached)
    4. Evaluation Task Force Recommendations (attached)
    5. Marketing Council Report - Joint Senate Presentation
    6. Other
  - B. Joint Senate Task Forces
    1. Alternative Tenure Track - S. Gladhart
    2. Tuition Assistance - B. Bowman
    3. Temporary Designation - B. Bowman, N. Kraemer
    4. University Committees - N. Kraemer
    5. Coordinated Personnel Handbook -
    6. Sexual Harassment Policy - D. Nance, B. Bowman
  - C. Professional Development Committee - B. Johnson, J. Pletcher, C. Razook-Ellsworth
    1. Report on January 13 Spirit Night
    2. Planned Events
  - D. Support Committee - S. Gladhart
  - E. Report on Traffic Committee Issues - B. Wynne
  - F. Update on Reclassification Issue - B. Bowman, S. Gladhart, M. Turner
  - G. Other
3. VPAA Candidate Recommendations - Dale Valentine
4. Grievance Policy Recommendation - Jim Rogers
5. Unclassified Professionals Name Change
6. Employee Focus Groups - Campus Problems and Solutions
7. As May Occur

WICHITA STATE UNIVERSITY  
UNCLASSIFIED PROFESSIONAL SENATE  
Meeting Minutes -- January 27, 1994

The Senate convened on January 27, 1994, at 8:00 a.m. in 425 Ahlberg Hall.

Senators Present: Tom Brock, Stephen Gladhart, Bonnie Johnson, Jennifer Keys, Nancy Kraemer, Grady Landrum, Linda Matson, Don Nance, Jill Pletcher, Cathy Razook-Ellsworth, Mike Wood, Bill Wynne

Senators Absent: Stephanie Casper, Victor Chavez, Shelley Farmer, Lynette Seymour, Doug Vandersee

Guests Present: Barbara Bowman, Lynette Murphy, Jimmy Rogers, Mike Turner, Dale Valentine

1. VPAA Candidate Recommendations -- D. Valentine

The Senate was asked for input on the candidates, who have visited to date. The discussion was mostly an interchange of information and impressions by each of the Senators.

2. Approval of Prior Meeting Minutes

The minutes approval was tabled until next Senate meeting.

3. Reports

A. President's Report -- N. Kraemer

1. University Cabinet Meeting.

- a) Bank IV construction has stopped due to underground pollution, but police substation construction has continued -- substation will not have a basement.
- b) Parking consultants will be on campus to consult with different groups regarding perceived problems. They will meet with all constituencies and assess the situations in the parking lots at different days and times. They are looking at all possibilities -- surface parking and a parking garage.
- c) M. Shawver gave an enrollment report at the Cabinet Meeting. B. Wynne updated the report at the Senate Meeting. The initial numbers look like fewer people taking more classes. The enrollment numbers could be up for the report to Board of Regents.
- d) The Travel Advance Policy recently distributed received many complaints. The policy is being revisited.
- e) Vice President reorganizations are being announced: Enrollment Services/Admissions will report to VP of Student Affairs; National Institute for Aviation Research will report to VP Government and Industrial Relations; Cooperative Education will remain as is; Computer Center, Intensive English are yet to be determined; International Student Office.

The reorganization of different departments will require the Senate Election Committee to reallocate senators as the number of senators is based on number of UPP in each division.

- f) WSU personnel will meet with city staff to develop a Neighborhood Initiative.

2. FY'95 Budget. General unclassified professional salary increase is being set for 2.5%. If Washburn is annexed by the Regents, faculty will receive a total increase of 8.5%. The BOR Tuition and Fees Committee is considering a recommendation to increase salaries for teaching UPPs the same as faculty; all others would receive the 2.5% increase.

3. **New Appointment Category.** Dr. Hughes has set up a university committee to develop a new category of faculty. The Senate representatives will be Steve Gladhart and Kathy Stratman. The category will cover faculty who teach at least 12 hours, who will have service responsibilities and not publication. As a result of this committee the joint senate Alternative Tenure Task Force will be put on hold.
4. **Evaluation Task Force Recommendation.** No response to date from Dr. Hughes.
5. **Marketing Council Report.** The three senate presidents have asked Shawver/Abent to present a report to a joint meeting of the senates to be scheduled late February.
6. **Other.** The Marketing Council has formed a "Service Delivery Council" -- 12 representatives -- Jim Rogers will be UPP representative.

**B. Joint Senate Task Forces**

1. **Tuition Assistance -- B. Bowman.** A meeting is set for next week to look at peer institution inputs.
2. **University Committees.** Faculty senate president concurred with draft guidelines, N. Kraemer sent the guidelines to Dr. Hughes.
3. **Coordinated Personnel Handbook -- F. Brown.** The committee has divided into subgroups to outline policies and procedures currently in each handbook/policy statement; they will meet again on 2/16/94 to begin developing recommendations for combined and individual sections of a coordinated handbook.
4. **Sexual Harassment Committee -- D. Nance.** The committee is reviewing policies from other areas. The policy will be written to resolve any conflict at the lowest level. The BOR attorney will review and the committee will incorporate recommendations of the policy. The Senates will review prior to administration approval. The faculty senate is working independently.

**C. Professional Development Committee -- J. Pletcher, C. Razook-Ellsworth**

1. **WSU Spirit Night.** The committee reported a very successful Spirit Night for Women's Basketball. The committee will start work on another Spirit Night for February 19.
2. **TQM Sessions.** C. Razook-Ellsworth and E. Stearns will schedule another TQM for late spring semester.
3. **New Senate Reception.** C. Razook-Ellsworth will check with the Alumni Center for a May reception for outgoing/incoming senators.

**D. Support Committee -- S. Gladhart**  
No report.

**F. Traffic Policy Committee -- B. Wynne**  
The Traffic Policy Committee is recommending bylaw changes to the Traffic Committee.

**G. Reclassification Update -- M. Turner.**  
ICAA has requested a review on "exempt/non-exempt." There will probably be a review of all departments plus a request for new position descriptions as part of the review.

4. **Grievance Policy -- J. Rogers.**  
The Senate approved the final version of the Policy Statement after review by T. Ayres. The policy is

now being forwarded to Dr. Hughes for signature.

5. Meeting Schedule

The Senate will next meet at 8:30 AM in Ahlberg Hall Room 425 on February 10.

Meeting adjourned 10:00 a.m.