

WICHITA STATE UNIVERSITY
UNCLASSIFIED PROFESSIONAL SENATE

May 12, 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 - April 28, 1994
2. Reports
 - A. President's Report - N. Kraemer
 1. University Cabinet
 2. Budget Update
 3. Coordinated Employee Recognition Activity
 4. Other
 - B. Joint Senate Task Forces
 1. Tuition Assistance - B. Bowman
 2. University Committees - N. Kraemer
 3. Coordinated Personnel Handbook - N. Kraemer
 4. Sexual Harassment Policy - D. Nance
 - C. Professional Development Committee - B. Johnson, J. Pletcher, C. Razoook-Ellsworth
 1. TQM Workshops
 2. May Reception
 3. Other
 - D. Reclassification Issue
 1. Update - B. Bowman, M. Turner
 2. Position Paper/Draft Legislation - D. Nance, M. Wood, B. Wynne
 - E. Support Committee - S. Gladhart
 1. Revised retrenchment policy/procedure
 2. Other
3. Appointment Status of Teaching Unclassified Professionals
 - A. Tenure & Promotion Policy Study Task Force
 - B. Other Action
4. 1994-95 Senate
 - A. Agenda Items
 - B. Transition Meeting
5. As May Occur

WICHITA STATE UNIVERSITY
UNCLASSIFIED PROFESSIONAL SENATE
Meeting Minutes -- May 12, 1994

The Senate convened on May 12, 1994, at 8:30 a.m. in 425 Ahlberg Hall.

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

Senators Absent: Stephanie Casper, Shelley Farmer, Doug Vandersee

Guests Present: Barbara Bowman, Lynette Murphy, Mike Turner

1. **Approval of Prior Minutes**

Senators noted incorrect spelling of Lavona Spencer's and Joe McLeland's names and an incorrect date under the meeting schedule item. With those corrections, the minutes of the April 28, 1994, meeting were approved as amended.

2. **Reports**

A. **President's Report** -- N. Kraemer

1. **University Cabinet:**

- a. Effective immediately, reservations for specialized university facilities are to be made through the appropriate dean or director rather than through the President's office.
- b. President Hughes wants to develop a combined employee recognition program effective next year. The senates had already agreed to work together on a similar program, and a planning committee will be formed to develop a proposal. Frankie Brown will be the UPS representative to the planning committee.
- c. The Budget Advisory Committee has recommended that the FY'96 legislative budget request include salary enhancements for all unclassified personnel as well as special funding for support of student and employee diversity and educational technology training and support.
- d. The university investigation into possible NCAA infractions is continuing.
- e. President Hughes and/or one of the vice presidents will attend each of the college commencement ceremonies next year. More coordination of all-day activities will be planned for the 1995 Commencement.

B. **Joint Senate Task Forces**

1. **Tuition Assistance** - B. Bowman

The task force will meet again next week. Over 450 responses to the survey have been received to date. Compilation of the survey data is in progress.

2. **Coordinated Personnel Handbook** - N. Kraemer

The task force hopes to have its report to the senates ready by the next meeting.

3. **Sexual Harassment Policy** - D. Nance

No report. The Faculty Senate is currently discussing its version of the policy.

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

1. **TQM Sessions:** Follow-up sessions are scheduled for June 2 and June 14 in 307 NIAR. Flyers will be distributed soon.
2. **UPS Reception:** The UPS Reception is scheduled for 3:00-5:00 p.m. on May 13 in the Alumni Center.

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D. **Reclassification Issue** - M. Turner

The UPS reclassification subcommittee has met to draft proposed revisions to the legislation which defines the classified and unclassified service. M. Turner is working with other Regents' schools to cosponsor the proposal.

E. **Support Committee** - S. Gladhart

1. **Retrenchment Policy:** S. Gladhart is preparing a draft proposal for a university retrenchment policy and will submit it to the Senate for review at the next meeting.
2. **Appointment Status of Teaching Unclassified Professionals:** N. Kraemer has discussed the issue with President Hughes, who stated his belief that all persons who teach half-time or more should be in to faculty positions; however, he had pledged that no movement of teaching unclassified professionals will occur without thorough study regarding ramifications for the university and for the individuals involved, and he has urged the UPS to study and develop recommendations on the issue. N. Kraemer has suggested to Jim Clark that the UPS and the Faculty Senate form a joint task force to study the issue beginning in Fall '94, and in the interim, she recommended that a UPS committee draft a position paper on the topic. S. Gladhart will convene the committee (S. Gladhart, D. Nance, Ellie Skokan, and Elaine Stearns), and B. Bowman will prepare a list of unclassified professionals with 50% or more teaching duties.
3. **Issues for 1994-95 Senate**
Issues for consideration action by the 94-95 senate include salary increases, the reclassification issue, appointment status of teaching unclassified professionals, a combined university retrenchment policy, finalization of the sexual harassment policy, the tuition assistance proposal, and the proposal for a coordinated personnel handbook, and follow-up on the evaluation recommendations submitted to President Hughes earlier in the year.
4. **Meeting Schedule**
The next UPS meeting is scheduled for 8:30 a.m. in 425 Ahlberg Hall on June 16. This will be a transition meeting with new senators.

Meeting adjourned 10:00 a.m.