



University Staff Senate Archives

University Staff Senate

Academic year 2023-2024

Minutes of the Meeting of July 25, 2023

Additional information: Archived in SOAR: Shocker Open Access
Repository at: <https://soar.wichita.edu/handle/10057/25653>

University Staff Senate

July 25, 2023 | 3:30pm-5:00pm | RSC 142 – Harvest Room

- I. **Call to Order**
 - a. Approval of Minutes – Electronic
 - b. Committee Reports/Updates – Submitted in advance

- II. **New Business**
 - a. Installation of Executive Committee Officers and New Senators
 - b. Ad Hoc Committee on Scholarships
 - c. Senate Priorities for 2023-2024

- III. **Old Business/Reminders**
 - a. Senate Committee Appointments

- IV. **Committee Updates - provided in advance**
 - a. **Senate Committees**
 - i. **Awards and Recognition**
 1. No 2023-2024 committee assigned yet.

 - ii. **Communication and Website**
 1. No 2023-2024 committee assigned yet.

 - iii. **Elections**
 1. Election results for the 2023-2024 executive committee officers are as follows:
 - a. Vice President: Krissy Archambeau
 - b. President-Elect: Kennedy Rogers
 - c. USS Representative: Angela Linder
 - d. Secretary: Jacob Mendez

 - iv. **Policy Review**
 1. No 2023-2024 committee assigned yet.

 - v. **Professional Development and Service**
 1. No 2023-2024 committee assigned yet.

 - b. **Campus/University Business Meeting Updates**
 - i. **AOC (Academic Operations Council)**
 1. No updates.

 - ii. **Budget Advisory Committee**
 1. No updates.

 - iii. **Human Resources Meeting (Joint with Faculty Senate Reps)**

1. Jason shared concerns related to staff job satisfaction, morale, workload, and employee retention. Jason shared a goal to work with the senate, HR, and university administration to identify ways to support and value staff, and improve staff retention and morale, that build upon the recommendations previously submitted. Jason shared that the senate will engage in an exercise at its July meeting to identify key priorities for the year, and these priorities, which may or may not align with the priorities listed above, will become a standing agenda item during the monthly HR meetings. Vicki will share data on employee turnover and retention at the August meeting.
2. HR is continuing to work on policy and information updates related to resources, accessibility, and processes regarding employee and student needs as it relates to breastfeeding, lactation, and other pregnancy-related issues.
3. HR is still working with general council and other stakeholders on making updates and clarification to policy 3.48 Coaching and Corrective Action regarding the application of the policy to faculty.
4. AY24 Notices of Appointment have been distributed for those who receive them. Staff have until August 31 to complete the acknowledgement in myWSU.

iv. KBOR Briefing

1. The university is in the process of requesting additional resources through KBOR for enhancement to the stadium and will additionally be seeking private support.
2. Key funding allocations and approvals included: 5.9% tuition increase, \$1.5m in funding to support NISS playbook initiatives, \$10m for need-based aid and other initiatives that support the university's three priorities, \$2.2m in capital renewal on top of normal \$5m allocation.
3. The university is working with KBOR on a plan to auto-award AA and AS degrees to students upon meeting degree requirements.
4. In September, KBOR will send to each university a list of its "underperforming" programs resulting from the rpk study. The university will have until May to submit a response detailing its plan to address any programs underperforming in two or more of the four established criteria. Criteria include student demand, degree production, talent pipeline, and student return on investment. Potential courses of action for underperforming programs could be to merge programs, phase out programs, or implement strategies to enhance/grow programs.
5. KBOR has set November 7-9 as the free application days for prospective undergraduate students. Prospective student will be able to apply for admission to any KBOR institution without paying an admissions application fee on those three days.

6. KBOR approved the request to change the name of the Engineering Technology program to Applied Engineering, as well as changes to the program's focus areas. New focus areas are sustainable and environmental engineering, engineering management, and process automation.

v. **Legislative Update**

1. The university has been consulting with internal and external stakeholders to interpret the impact to WSU of SB 180. If you have questions or would like more information, please email Jason.

vi. **President One-on-One**

1. PET and HR are still in the process of reviewing the recommendations submitted near the end of FY23.
2. The university will be investing personnel resources into both IT and facilities this year to meet infrastructure needs.
3. Jason and the president discussed Jason's tentative priorities for the year, which are to address issues related to staff job satisfaction, morale, workload, and employee retention. Jason shared concerns that staff continue to be asked to take on more work with no additional compensation and that we need to address staff workload issues. Jason shared a goal to work with the senate, HR, and university administration to identify ways to support and value staff, and improve staff retention and morale, that build upon the recommendations previously submitted.
4. Jason shared with the President that the senate will engage in an exercise at its July meeting to identify key priorities for the year, and these priorities, which may or may not align with the priorities listed above, will become a standing agenda item during the president one-on-ones.
5. Jason and the president briefly discussed the question of the faculty's role in retention, student success, and enrollment growth. Jason shared that many staff feel the responsibility of meeting the university's SEM/NISS goals fall on them, when a significant factor impacting retention and student success is the classroom/academic experience.

vii. **RSC Board of Directors**

1. No updates.

viii. **Traffic and Parking Appeals**

1. No updates.

ix. **UPS/USS President's Council (KBOR)**

1. No updates.

x. VP of Finance & Administration One-on-One

1. Jason has not met with Werner yet.

xi. PET & Constituent Heads

1. No updates.

V. As May Arise

VI. Upcoming Meetings/Events

- a. August Senate Meeting: Tuesday, August 15, 3:30pm-5:00pm, RSC 142 Harvest Room
- b. Fall Address: Wednesday, August 16, Doors open at 2:00pm/Event begins at 2:30pm, Wiedemann Hall
- c. Check the [Events Calendar](#) for upcoming events on campus

University Staff Senate

July 25, 2023 | 3:30pm-5:00pm | RSC 142 – Harvest Room

Senate Members in Attendance: Amy Belden, Angela Linder, Anne Marie Brown, Courtney Lockhart, Emily Martin, Erin Shields, Jacob Mendez, JaNeshia Wilson, Jason Bosch, Johny Buchanan-Spachek, Kendra Nguyen, Kennedy Rogers. Krissy Archambeau, Lyndsay Pletcher, Marissa Kouns, Matt Houston, Naquela Pack, Nathan Johnson, Pamela O'Neal, Randy Sessions, Rhenee Swink, Sara Rue, Akeila Wilson, and Wendy Brooking.

Senate Members Not in Attendance: Will Fulls, Jennifer Nicholson, Amy McClintock, Jessica Pierpoint, Stacy Salters, Denise Gimlin, and Carrie Wyatt

Guests: Aaron Hamilton (OneStop), Lana Anthis (Human Resources), Mia Hennen (Sunflower), Aidan Dunleavy (NIAR), and Lisa Clancy (Health Professions).

I. Call to Order

- a. Introductions of Senators and welcome from Dr. Jason Bosch to the incoming senators.
- b. Approval of Minutes – Approved Electronically for June 20th meeting.
- c. Committee Reports/Updates – Submitted in advance

II. New Business

- a. Installation of Executive Committee Officers and New Senators
 - i. Installations of new senators by Dr. Jason Bosch
 - ii. Installation and swearing in of the incoming executive board by Dr. Jason Bosch, President:
 - a. Vice President: Krissy Archambeau
 - b. President-Elect: Kennedy Rogers
 - c. USS Representative: Angela Linder
 - d. Secretary: Dr. Jacob Mendez
- b. Ad Hoc Committee on Scholarships
 - i. Angela Linder shared previous history on the staff scholarship program that was previously used to support staff taking courses as employees. Staff senate scholarship fund has an outstanding balance of around \$2,000 in a WSU Foundation account and a committee is being created to find ways to use that money to support staff.
 - ii. Angela asked Staff Senate to form a committee to find ways to use the funds to either support scholarships or another initiative. The committee will come together and will put a proposal together in an upcoming senate meeting for approval.
 - iii. Angie Linder will chair this committee.
 - iv. **E-Mail Jason Bosch or Angie Linder if you are interested in being a part of the committee chaired by Angie.**
- c. Senate Priorities for 2023-2024
 - i. Jason led an activity to get senator input on concerns, aspirations, and suggested senate priorities for the 2023-2024 years. Input will inform

senate meeting agendas, committee work, and Jason's agenda in monthly meetings with President Muma, Werner Golling, and HR.

- ii. Staff Senate website has been updated with new Senators and Executive board members.
- iii. Constituent lists are still being divided. Each senator will have 20-25 staff members they will be responsible for sending communications to and also sharing feedback from them at the senate meetings. We will have those constituent lists by the August meeting. Jason will send out July meetings minutes to staff constituents.

III. Old Business/Reminders

a. Senate Committee Appointments

- i. Senators will need fill out survey sharing interest in committee memberships and any interest in chairing a committee.
- ii. Committee information is listed on the Staff Senate website.
- iii. Committee assignments will be announced by the August meeting.

IV. Committee Updates - provided in advance

a. Senate Committees

i. Awards and Recognition

- 1. No 2023-2024 committee assigned yet.

ii. Communication and Website

- 1. No 2023-2024 committee assigned yet.

iii. Elections

- 1. Thank you to Amy Belden for helping coordinate the election processes.
- 2. Election results for the 2023-2024 executive committee officers are as follows:
 - a. Vice President: Krissy Archambeau
 - b. President-Elect: Kennedy Rogers
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iv. Policy Review

- 1. No 2023-2024 committee assigned yet.

v. Professional Development and Service

- 1. No 2023-2024 committee assigned yet.

b. Campus/University Business Meeting Updates

i. AOC (Academic Operations Council)

- 1. Jason is going to look into coordinating a staff senate representative member to be present at Academic Forum

meetings and will seek volunteers at a future meeting to attend.

ii. Budget Advisory Committee

1. No updates.

iii. Human Resources Meeting (Joint with Faculty Senate Reps)

1. Jason shared concerns related to staff job satisfaction, morale, workload, and employee retention. Jason shared a goal to work with the senate, HR, and university administration to identify ways to support and value staff, and improve staff retention and morale, that build upon the recommendations previously submitted. Jason shared that the senate will engage in an exercise at its July meeting to identify key priorities for the year, and these priorities, which may or may not align with the priorities listed above, will become a standing agenda item during the monthly HR meetings. Vicki will share data on employee turnover and retention at the August meeting.
2. HR is continuing to work on policy and information updates related to resources, accessibility, and processes regarding employee and student needs as it relates to breastfeeding, lactation, and other pregnancy-related issues.
3. HR is still working with general council and other stakeholders on making updates and clarification to policy 3.48 Coaching and Corrective Action regarding the application of the policy to faculty.
 - a. Senator Pack inquired about an exit survey from HR to learn more about that process and to see the process of when an exit survey will be added. HR reported that an exit survey is on the project list but has not been created yet.
 - b. Jason will be working with Vicki to gather metrics about the demographics of the staff who have left the university recently.
4. AY24 Notices of Appointment have been distributed for those who receive them. Staff have until August 31 to complete the acknowledgement in myWSU.

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