



# University Staff Senate Archives

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University Staff Senate

Academic year 2023-2024

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## Minutes of the Meeting of August 15, 2023

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

# University Staff Senate

August 15, 2023 | 3:30pm-5:00pm | RSC 142 – Harvest Room

- I. **Call to Order**
  - a. Approval of Minutes – Electronic
    - i. July meeting minutes were approved and will be posted on the website soon.
  - b. Committee Reports/Updates – Submitted in advance.
  
- II. **New Business**
  - a. No new business.
  
- III. **Old Business/Reminders**
  - a. Senate Committee Appointments
  - b. University Committee Representatives
  - c. Constituent Lists & Communication
  - d. Senate Priorities for 2023-2024
  
- IV. **Committee Updates - provided in advance**
  - a. **Senate Committees**
    - i. **Awards and Recognition**
      1. Committee has not convened yet.
  
    - ii. **Communication and Website**
      1. Committee has not convened yet.
  
    - iii. **Elections**
      1. Committee has not convened yet.
  
    - iv. **Policy Review**
      1. Committee has not convened yet.
  
    - v. **Professional Development and Service**
      1. Committee has not convened 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. Updates to be shared at senate meeting – next HR meeting is August 14.

- iv. **KBOR Briefing**
  - 1. No updates.
- v. **[Legislative Update](#)**
  - 1. No updates.
- vi. **President One-on-One**
  - 1. Updates to be shared at senate meeting – next President one-on-one is August 10.
- 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, September 19, 3:30pm-5:00pm, RSC 265 Lucas 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

August 15, 2023 | 3:30pm-5:00pm | RSC 142 – Harvest Room

**Senators in Attendance:** Amy Belden, Angela Linder, Anne Marie Brown, Courtney Lockhart, Erin Shields, Jacob Mendez, JaNeisha Wilson, Jessica Pierpoint, Kendra Nguyen, Kristy Archambeau, Lyndsey Pletcher, Matt Houston, Naquela Pack, Nathan Johnson, Rhenee Shenk, Sara Rue, Wendy Brooking, and Will Fulls.

**Senators Not in Attendance:** Akeila Wilson, Amy McClintock, Carrie Wyatt, Emily Martin, Jason Bosch, Jennifer Nicholson, Johny Buchanan-Spachek, Kennedy Rogers, Marissa Kouns, Pamela O’Neal, Randy Sessions, and Stacy Salters.

**Guests:** Fran Angell, Laura Pham, Gage Dowling, Laura Anthis, and Julisa Khan.

## I. Call to Order

- a. Approval of Minutes – Electronic
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- b. Committee Reports/Updates – Submitted in advance.

## II. New Business

- a. No new business.

## III. Old Business/Reminders

- a. Senate Committee Appointments
  - i. **Elections:** Krissy Archambeau (per bylaws, the VP chairs this committee)
  - ii. **Policy Review:** Jennifer Nicholson
  - iii. **Communications & Website:** Stacy Salters
  - iv. **Awards & Recognition:** Marissa Kouns
  - v. **Professional Development & Service:** Jacob Mendez
  - vi. **Scholarships Ad Hoc Committee:** Angela Linder
    1. Anne Marie Brown also on this committee (but not on Jason’s excel file)
  - vii. **Membership**
    1. Senators who completed the form were assigned to their first or second preference committee as indicated on the form. If you are not okay with your assignment, please let Jason know ASAP so that adjustments can be made. If you would like to be on more than one committee, you may email the committee chair to express interest, and copy Jason.
    2. If you did not complete the form and are willing/interested in serving on a committee, email the chair of the committee you want to join and copy Jason.
- b. University Committee Representatives

- i. Academic Forum: Erin Shields
  - 1. Jason reached out to Dr. Shirley LeFever and she agreed to allow Staff Senate to have a representative on Academic Forum. Erin Shields was appointed as the representative.
- c. Constituent Lists & Communication
  - i. Constituent lists have been created, and the list is available in the Teams files under General > !FullSenate > Constituent Lists.
    - 1. Senator name along tabs on bottom of excel
  - ii. Senators' constituent lists reflect same FLSA status (exempt/non-exempt) and classification (UP/USS) as the senator.
    - 1. Non-exempt employees have non-exempt constituents; exempt have exempt. Randy, Matt, and Angie have the USS staff split between them.
    - 2. Constituents were assigned alphabetically.
  - iii. Senators will begin sending the senate meeting summary email to their constituents in August. Communications and website committee will draft the summary email and send to all senators each month for distribution to your constituents.
- d. Scholarship Proposal from Ad Hoc Scholarships Committee
  - i. Angie posted in Teams that they have an update/recommendation and will review as a senate in our next staff senate meeting.
- e. Senate Priorities for 2023-2024
  - i. Staff Senate led a discussion to brainstorm senate priorities for the 2023-2024 academic year.
    - 1. Concerns
      - a. The main concerns were staff retention, morale, relationships between faculty and staff, silos/relationships across departments and functional areas, safety, and campus culture.
    - 2. Aspirations:
      - a. The main aspirations discussed were more appreciation efforts to increase staff feelings of appreciation, improved mental health, work/life balance, campus culture, staff retention and diversifying staff/faculty, additional professional development and education, making WSU enjoyable when employed here because compensation doesn't always come to the forefront.
    - 3. Priorities:
      - a. The main priorities brainstormed were was staff appreciation/morale and campus culture, increased partnerships with student government including an SGA meet and greet. Awards committee could work on some incentives.
      - b. Information from HR could be helpful for retention actions – exit survey results and demographic breakdowns.

- c. Leader orientation hosted by HR. Staff feedback included a need to make the training more useful, better promote, and consider organizing sessions based on staff demographics. Leaders could also use more information on annual evaluations and how to effectively complete them. Regarding who participated in leader orientation, Lana indicated it is staff who are new in leadership roles or per leader recommendation, or staff can self-identify and sign up.
- d. A suggestion was made to have regular staff senate posts in WSU Today to try to reach more people – “Staff Senate Highlights.” The communication and website committee may consider this idea.
- e. Host more caampus events boast staff morale.
- f. A suggestion was made to create a network map of campus and how people work together so that new staff who don’t know colleagues have a visual to show connections between staff/units on campus.
- g. The sculpture tour hosted last year was a nice way to bring people together who don’t normally interact. Senate could consider other tours, a café hop/coffee tour on campus, or departmental open houses as opportunities for staff to engage and connect across campus.
- h. A suggestion was made to host a meet and greet for new employees – open to anyone on campus – maybe every 6 months. New employees could meet existing employees – provide some structure to encourage interaction, and invite university leadership. This could be like a welcomefest but for employees.
- i. The question was raised regarding the feasibility to start posting staff senate highlights in WSU Today. This question will be passed onto Jason and Stacy to see if can come up with something for September.
- j. A staff member suggested ideas via the staff senate feedback form on online: \$5 staff lunches and free access to WSU sporting events.

#### **IV. Committee Updates - provided in advance**

##### **a. Senate Committees**

##### **i. Awards and Recognition**

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##### **ii. Communication and Website**

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##### **iii. Elections**

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- iv. **Policy Review**
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