



University Support Staff Senate Archives

Classified Senate

Academic year 2004-2005

Classified Senate Meeting Minutes September 08, 2004 – May 11, 2004

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Table of Contents

<u>September 08, 2004.....</u>	<u>3</u>
<u>September 15, 2004.....</u>	<u>4</u>
<u>October 10, 2004.....</u>	<u>6</u>
<u>November 10, 2004.....</u>	<u>9</u>
<u>December 08, 2004.....</u>	<u>11</u>
<u>January 12, 2005</u>	<u>13</u>
<u>February 09, 2005.....</u>	<u>16</u>
<u>March 09, 2005.....</u>	<u>19</u>
<u>April 13, 2005.....</u>	<u>21</u>
<u>May 11, 2005.....</u>	<u>23</u>

September 08, 2004

Agenda

1. Nancy McCarthy Snyder, Dir of Accreditation
2. Approval of Minutes
3. Old Business
4. New Business
 - John Williams- Health Benefits
 - Other
5. Position Paper Meeting
6. Committees: Standing, New and Sign-up
7. As May Arise

September 15, 2004

Present: Sheila Bates, Donna Belt, Don Brooks, William Cooper, George Corbin, Lori Evans, Theresa Fisher, Margaret Ford, Susan Fordyce, Lloyd Harp, William Heard, Cyndy Hodge, Janice Holtsclaw, Wanda Hughes, Cathy James, Garret Moyer, Billie, Norden, Robbie Norton, Mike Purdue, Willa Shelton, Ann Welch, John Williams

Excused Charles Eaton, Shelly Kellogg, Val Peck, Kathy Riker, Hugh Thompson, Joyce Ward

Unexcused: Rebecca Espinosa, Ross Pierce

Guests: Rhonda Cantrell, Dr. Nancy McCarthy-Snyder

Meeting begins 3:37

Dr. Nancy McCarthy Snyder, Interim Associate VP of Academic Affairs and Research, spoke to the senate about the university accreditation process which happens every 10 years. WSU's last accreditation was in 1997 and the next will be in 2006 - 2007. WSU is in the process of conducting a self-study to determine how best to meet the accreditation needs. To receive accreditation, WSU must meet specified criteria such as quality assurance and institutional improvements. In 1997, the team found several areas where improvement would be beneficial. In 2001, some reassessment of the process was done, with more expected soon. The WSU matrix report issued by President Beggs will be used to determine where resources are needed. WSU focuses on being future-oriented, providing effective learning for students, and maintaining professional learning. WSU will focus on 4 items (1) Connectedness of faculty and students, (2) Learning centeredness, (3) What's new and unique, and (4) Self-study design plan.

Nancy would like volunteers from the classified staff for a committee to study this plan, 1 - 2 volunteers, not necessarily on the senate. She told us that this position would require a 3 1/2 year commitment. Please contact Nancy at x5581 or e-mail her at nancy.mccarthy-snyder@wichita.edu

Approval/correction of May minutes

Minutes were reviewed and a motion was made to accept them by Mike Purdue and seconded by Don Brooks. All in favor, none opposed. Motion carried.

Bill Heard asked for text-only e-mails to be sent to Physical Plant employees. Many of them cannot open the attachments that information is often formatted in.

Old Business

Committee obligations were discussed and a signup sheet was passed around for senators to make their committee choices. All senators were encouraged to participate in at least one committee. Lloyd will notify everyone of their committees.

New Business

John Williams, VP of Classified Senate spoke about health care options utilizing Student Health for employees to a greater extent than is currently available. John proposes a committee be formed to study the viability of such a plan. Currently, Student Health has 9 doctors, most of which are specialists, 6 RN's, and 3 nurse practitioners on staff. If the plan were to be implemented, they would need to add additional staff and also consider a move to a larger facility. Currently, employees may go to Student Health for flu shots, blood pressure

checks and similar preventative services. John says that employees could save considerable amount of money in health care costs if the plan is implemented. Billie Norden asked about hospitalization and catastrophic coverage. John said that currently, this is provided for students and some type of plan would be necessary for employees also.

John also spoke about staying informed about the legislature by reading several on-line newspapers with good information on Topeka politics. They are cjonline.com, the Topeka Capitol Journal ljworld.com, the Lawrence Journal World

Also, channel 8 has several public affairs programs such as Kansas Week, Ask Your Legislator and On The Record which provide lots of helpful information. He encourages senators to stay informed. Another good source for information can be accessed by going to www.google.com and typing in "poverty and health". John can be contacted through his e-mail at john.williams@wichita.edu

Motion to form committee to assess the availability of using Student Health Services by University Employees by Lloyd Harp, seconded by Willa Shelton. All in favor, none opposed. Motion carried.

Wanda Hughes asked about WSU's promotion from within policy, especially concerning unclassified vacancies. Whether or not a department can require a degree or not was of concern to many of the senators. Unclassified searches can choose to require degrees when appropriate for the position. Billie Norden asked about application procedures concerning classified searches. At this time, due to the volume of applications received for most positions, typically 70 - 100, although sometimes more than that, HR pre-screens the applications for relevance to the position descriptions skills, knowledge and abilities.

Next Meeting - President Beggs will speak to the senate, as will Connie Landreth, Benefits Manager from Human Resources.

Motion was made to adjourn by Margaret Ford, seconded by Robbie Norton. All in favor, none against. Motion carried and meeting adjourned at 4:46 p.m.

Respectfully submitted,
Cyndy Hodge

October 10, 2004

Present: Sheila Bates, Donna Belt, Don Brooks, William Cooper, George Corbin, Charles Eaton, Rebecca Espinosa, Lori Evans, Theresa Fisher, Susan Fordyce, Lloyd Harp, William Heard, Cyndy Hodge, Wanda Hughes, Cathy James, Shelly Kellogg, Billie, Norden, Robbie Norton, Val Peck, Mike Purdue, Kathy Riker, Willa Shelton, Hugh Thompson, Joyce Ward, Ann Welch, John Williams

Excused: Margaret Ford, Janice Holtsclaw, Garret Moyer, Ross Pierce

Guests: Ellen Abbey, Dr Donald Beggs, Connie Landreth

President Harp called the meeting to order. He welcomed guests and Hugh Thompson back after a lengthy absence.

Constituents - President Harp asked that senators remember their constituents. It's really important that the senators report back about what we talk about in our meetings and ask their constituents what they would like to have us bring back to the senate. Each EEO group has a representative that is responsible for getting your list to you. Contact Lloyd at x5526.

Committee Assignments

Committees were notified last week and were assigned temporary chairs. Thanks to Shelly, the process we used allowed each senator to be assigned to a committee. Several committees need to meet right away.

Val announced that the Holiday Tree Lighting Committee is meeting Thursday, Oct 14 at noon.

Position Paper

The Kansas Council of Classified Senates had their annual meeting in Emporia week before last. Lloyd will give a report on the position paper at the next meeting. There are several items on the paper that deal with benefits and pay. Lloyd is concerned that we have too many items on our list and won't receive anything. May need to condense. The Council will meet at WSU next year. Our position committee needs to start working now.

Treasurers Report:

\$967.38 left in treasury.

President Beggs, Guest Speaker

Below is Dr. Beggs' perspective on where the university is now:

- The Legislature if going to be elected, are going to have to speak to costs.
- Eric Sexton offers to meet with every candidate of both parties. They continue to meet.
- Continue to work with tax issues. \$62,000,000 received from the state. Important to us in our decisions as classified staff.
- Our enrollment pattern was different for fall 2004 than expected. Expected greater loss of out-of-state students than what we had. Loss of international students will continue, just didn't happen at one time. Larger loss from Sedgwick County than expected. The university had planned for it and is in good shape for this year. FY-06 a different story. Until the Kansas Supreme Court makes a decision with respect to money for K-12. Neither political party can prepare a budget. Should know this month.
- Another major concern is in regard to deteriorating facilities. Decisions regarding those are critical.
- Another major decision to be made is in regard to the 27th paycheck. When state went to

the bi-weekly pay system, every eleventh year it creates an extra pay period that is not budgeted for. Have to determine whether the state or WSU will pay for this. Statewide it created a \$19,000,000 liability.

- With regard to alternative civil service: Right now Dr Beggs doesn't have a clear picture of this. They are continuing to work with the classified staff. Beggs suspects that a proposal will be submitted sometime this year. Dr Beggs/BOR will not make recommendations without our input.

- Are not currently receiving support for maintenance of facilities. Last time received any support was nine years ago. When new buildings are added, we have to cover the maintenance costs.

- Sometime in spring 2005 will have bids on new research bldg, in terms of getting a facility of about \$10,000,000. This was approved 3 years ago, state will pay last 15 years, we pay for first five. Beggs expressed his thanks to Harry Corbin for what he did for us - allows us to do what we can now. University is making decisions on rehabilitation to facilities.

- Working on funding the "People Campaign" for the purpose of support people/staff to go to school. Moving to transition from older donors to younger donors.

- ERP process is moving rapidly. Hopefully will give us the power to make more decisions while keeping costs down and providing quality programming.

- Senator Espinosa expressed her concern regarding international students and the lack of jobs on campus for them. Beggs indicated that it was not limited to our community, but we do have a tendency to hire other speech patterns first. He also indicated that according to reports he received last week that Canada, Australia, & China are making a big push to get international students to their institutions. In order to do that you have to change what you deliver and it takes a tremendous amount of change. He is very sensitive to that, but doesn't have the solutions for it.

- Past president, Ellen Abbey stated that the Board of Regents seemed very concerned about classified salaries when they were here last spring. She asked if they had us on their agenda. Dr Beggs thought we were all put in together. Don't think they will specify whether classified or unclassified. Has not as yet met with the governor, which has usually happened by now.

- Health costs won't go up next year. The insurance holder has a reserve.

- Dr. Beggs commented on enrollment and competition with other colleges. He stated that "bigger is not better. Where we stand out is in our quality. In the long run that will win out for us." Have 1,040 courses offered in Sedgwick this fall.

- Enrollment at the Westside Center has maxed out and continues to grow. They hope to have decision on where the new westside facility will be in the next few weeks.

Connie Landreth Benefits Manager

- There no plan design changes for 2005. The big changes came January 1 in 2004. More out of pocket expense this past year. Is going up a little this year. Check Page 22 for rates. State pays 95% coverage of the lowest plan, which is PPK. Hospitals are Via Christie for PPK. Look at network and rates. Important to check to see if your doctor is in the plan you want. You can enroll on-line. You do not have to re-enroll for insurance if you're not changing programs. However, you must re-enroll in spending accounts each year. Don't have to wait until all money is in before spending. If you don't use, you will lose, so need to watch that you don't over estimate.

- Health Risk assessment from last year has been discontinued for 2005. Everyone will get the dental plans free. They will look at cumulative info to decide what else they might provide. You have 30 days to appeal an insurance payment. Connie will come to make presentations to small groups. Just contact them at x6121. You may also call them for personal questions as well.

Don Brooks moved we approve minutes. Theresa Fisher seconded. All approved. None opposed. Motion carried.

Shelly Kellogg moved to adjourn the meeting. Mike Purdue seconded. All approved. Motion carried.

Meeting adjourned.
Val Peck, Secretary

November 10, 2004

Lloyd calls the meeting to order at 3:35.

Eric Sexton, Director of Government Relations, Liaison to Local and State Government is the guest and he speaks to the senate members about the Visioneering Wichita Project.

Eric served on the steering committee for the project and talked about what its purpose and goals are. Visioneering Wichita is a community-wide effort to develop Wichita 5, 10, 20 years in the future. This project covers the Wichita Metro area, which consists of Sedgwick, Butler, Sumner and Harvey counties, a population of 580,000. Some 450 people participated in the focus group and 1300 people took part in the community-wide meetings. The top 10 ideas addressed broad ideas and 1500 specific issues. There were a total of 407 task forces which took input and devised strategies to solve these issues.

The committees looked at 10 different areas which included regional growth, job growth, leadership, racial diversity, and youth retention. One of the major concerns is that approximately 1700 youth leave the Metro area each year. The committee is working on ways to help attract and retain the youth in the Metro area. Another concern is that 20 – 40 % of the population is eligible for retirement in the next 5 – 10 years and how to manage that development. Also, in the last 20 years there has been a slow, but steady decline of per capita income, mostly from non-manufacturing business.

WSU plays an important part in making Visioneering Wichita come true. Once widely regarded as a blue collar area, the statistics show that 55% of the Metro have some college, which is more than the national average.

The long term vision includes six broad foundations. Key benchmarks make the effort different and will be used as a measurement to see how we are doing.

There were several questions from the Senate. Bec Espinoza talked about how High School credits some times can make it difficult for kids to transition into college. Lori Evans asked about the new casino in Park City and how/if this would impact Visioneering Wichita. Eric said that the government is working on a plan with a tribe in the Kansas City area that could affect the casino in Park City. Robbie Norton asked about raises, state wages and how that fit into Visioneering Wichita, since we are a part of the non-manufacturing segment. Shelly Kellogg made a comment concerning the fact that state employees pay taxes too.

Lloyd gave out copies of the self-study plan and the position paper.

Theresa Fisher made a motion to accept the minutes from the last senate meeting as written and Don Brooks seconded. Motion carried.

Committee Reports:

Shelly Kellogg stated that the Election Committee has not yet met.

Lloyd Harp reported that the Legislative Committee had met for the position paper, which was done and will be distributed to legislators before Law Day in February.

Cyndy Hodge reported that the Newsletter Committee had met and that the newsletter was close to being published.

Susan Fordyce reported that the Meet your Classified Senator meeting is scheduled for December 7 in the Fireside Lounge at the RSC, 1 – 3 pm.

Janice Holtsclaw reported that the Community Service committee had come up with 3 different projects: Adopt a Soldier for the holidays, Warm Hearts (collecting coats in conjunction with KAKE TV), and a cell phone recycling program with Verizon which takes old cell phones and refurbishes them for use by victims of domestic violence.

Val Peck had reported to Lloyd that the Holiday Tree Lighting was scheduled for December 1, from 2 – 3 pm in the Fireside Lounge.

Sheila Bates reported that the Shocker Pride Picnic committee has not met yet.

No further business. Shelly Kellogg made a motion to adjourn and Robbie Norton seconded. Motion carried.

December 08, 2004

Agenda

1. Call to order
2. Approval of Minutes
3. Treasurer's Report
4. Health Insurance Report -John Williams
5. Committee Reports:
 - a. Elections:
 - b. Position Paper/Legislative Issues
 - c. Newsletter
 - d. Meet Your Classified Senator
 - e. Holiday Tree Lighting
 - f. Community Service
 - g. Shocker Pride Picnic

As May Arise

December 08, 2004

Present: Sheila Bates, Donna Belt, Don Brooks, William Cooper. George Corbin, Charles Eaton. Lori Evans, Theresa Fisher, Margaret Ford, Susan Fordyce, Lloyd Harp, William Heard. Cyndy Hodge, Wanda Hughes. Cathy James, Shelly Kellogg, Robbie Norton. Ross Plerce. Mike Prudue. Willa Shelton. Hugh Thompson, Joyce Ward, Ann Welch, John Williams.

Excused: Rebecca Espinosa. Janice Holtsclaw. Garret Moyer, Billie Norden, Val Peck, Kathy Riker

Guest : Rhonda Cantrell

President Harp called the meeting to order at 3 35.

A motion was called to approve minutes from previous Senate meeting Robbie Norton called for the motion and Theresa Fisher seconded the motion All approved.

John Williams. the Classified Senate Vice-President spoke with the Senate body about hls proposed Health Care system for umversity employees.

Dr Ron Kopita, Vice President of Student Affairs gave his approval for John and his committee to Investigate the options that could be available for university employees.

It was determined that if all employees participated in the plan. the estimated cost of needed funds would be approximately \$312, 00.00 dollars. The cost could be substantially higher if only some employees participated.

Proposed type of care would include immunizations and blood work at whole sale cost, and the employee would pay university cost on prescript'ions. A system would have to be developed to handle referrals for specialists and catastrophic medical care. Employees could still have the option of keeping their regular medical coverage as it is now.

Student Health would need more room to operate the services and ways are being looked at to accomplish this. John stated that Roger Lowe devised a plan to pay off

the parking debt and this could have some similar type of solution. For the plan to go into effect, it would have to pass all senates, Roger Lowe and President Beggs

Lloyd wants us to discuss this with our constituents. but before that time. Connie Landreth and Marilyn Yourdon will speak at the next senate meeting to answer questions. John provided several hand outs for the senate members including detailed information sheet about the proposal, information about some of the expenses that other local state employees incur and internet information about ways to find other types of insurance coverage or health savings accounts. Lloyd read a memo from Claudia Keller talking about Health Care Authority reform which would be administered by Department of Administration. The plan would not affect employees until at least calendar year 2006

A vote was taken to suspend movement on the University Health Care proposal until the next senate meeting. All agreed.

Senate members discussed a recent article in the Lawrence Journal World which talked about the KU proposal to leave state civil service and become a part of the Regents Administration

A change has been made in section 8.05 in the Policies and Procedures for the University. The change involves students who cause harm to themselves or others. They will be counseled by the Dean and not allowed to return to class/campus until reviewed and deemed ok.

A brief discussion on the senate constitutional by-laws decided that the issue of a president elect would be discussed at the January senate meeting.

Committee Reports

Legislative Committee Lloyd informed us that Law Day would be February 8, 2005. Also, that on October 21, 2005 WSU would host the Kansas Council meeting which works on the annual Position Paper

Election Committee Has not met yet.

Newsletter The first issue was out and the next meeting will be in January for the second meeting.

Meet you Classified Senator The meeting was a success; however we will try to give more advanced notice to constituents next year

Tree Lighting Committee This years tree lighting went well

Community Service Committee: The Adopt a Soldier went well. About 45 or so known packages were sent from WSU

Shocker Pride Picnic Committee Will meet in January

All business was concluded. Shelly Kellogg made a motion to adjourn. Don Brooks seconded the motion All agreed, motion carried. Meeting was dismissed.

January 12, 2005

Present: Donna Belt, Don Brooks, William Cooper, George Corbin, Charles Eaton, Lori Evans, Theresa Fisher, Margaret Ford, Lloyd Harp, William Heard, Cyndy Hodge, Janice Holtsclaw, Wanda Hughes, Cathy James, Shelly Kellogg, Robbie Norton, Val Peck, Ross Pierce, Joyce Ward, Ann Welch, John Williams

Excused: Sheila Bates, Susan Fordyce, Billie Norden, Mike Purdue, Willa Shelton

Absent: Hugh Thompson

Guests: Ellen Abbey, Connie Landreth, Marilyn Yourdan

President Harp called the meeting to order.

Minutes: Changes to minutes: Paragraph should read \$377,600. Committee report, 2nd page). “Legislative Day” should be Legislative Law Day It is Feb 8. Kellogg moved to accept with changes; Norton seconded. George Corbin moved that Article 6, Paragraph 4 dealing with election of president elect be suspended. Cyndy seconded. Motion carried.

Lloyd stated that two presidents ago it was decided to change the constitution with regard to having a president elect. The constitution was changed and the president elect was to be elected in January. Discussion in the executive council determined that it was premature to have the president elect this early. He/she has no powers. It also limits the number of people to vote in the president, which would be 15 (the people that definitely will be returning next year). This year we will go by the way the constitution is written, except back it up to February. If you have someone you wish to elect, contact them and then let John Williams know. A motion was entertained to elect the president elect in February to abide by the constitution. John Williams will chair the election committee. The constitutional change will be put on the ballot to be voted on when they elect the new senators. Margaret Ford seconded. All in favor. Motion carried. Lloyd will get information to those that aren't at the meeting today. Will vote in February who will be on the senate as president next year.

Questions: None

Lloyd extended welcome to guests Marilyn Yourdon and Connie Landreth. They presented information in reference to the proposal to alternative health plan and subsequent use of student health services.

Marilyn Yourdon: First became aware of the proposed alternative health plan and WSU employees having availability to student health services last spring. She proceeded to collect information throughout the summer and in November submitted her information to John Williams for his draft. She feels there are still a number of issues to this proposal and more information is yet needed and many more resources for Health Services would need to be in place if they were to make it work. She would not be opposed to doing this, but considers it a mammoth undertaking. Student Health services currently offers: 1) availability to faculty and staff for blood pressure screening, flu vaccines; 2) skin cancer screening, and the opportunity for

women and men to attend clinics on their respective health issues at a reduced rate; and 3) lab work for employees (at a 55% discount) and faxed to their physician. Main thing that is not currently available is the availability for employees to be seen by the Health Services physicians, with the exception of the special screenings. Also, they do not have the availability of prescriptions (because of health insurance due to employees). Students can see physicians at no cost to them. Yourdon feels there are numerous roadblocks and hurdles and is not sure it is feasible; However, she is willing to stay in dialogue with people and try to work with to solve. Ahlberg Hall opened in fall 1980. It was built for KU School of Medicine, however, that arrangement fell through. Student health has been on campus since 1953 and moved to their current location from Fairmount Towers soon after the KU Med School arrangement dissolved. Student Health does not have a full-service pharmacy. They are short-staffed in their nursing area but cannot change at this time; hopefully they can increase in 2005. They started an appointment system in 2000, which allowed them to have better staffing times and provided more efficiency. Big issues - facility (physical space) and staffing for various ages (toddlers - adults). Need to look at whether their facility could handle increased numbers. Marilyn indicated it would be difficult at best to handle any more volume than they currently have due to space constrictions. Also, the kinds of records they must keep by state law require a lot of space. Robbie Norton asked that if they can't do the whole thing, could they do part, e.g., such as pharmacy. Marilyn deferred question to Connie. If they added controlled drugs it would change their licensure. They only have a part time pharmacist at this time and can only fill their physician's prescriptions. They can also fill prescriptions for their dentists and the student athlete physicians. Change in regulations and the cost involved in changing to a full-service pharmacy would be a large issue. Lori Evans asked if they were limited to space they have, to which Marilyn said they were. John Williams stated that the space issue is what prompted him to go to Roger Lowe with possibility of remodeling of Henrion. Lowe indicated to him that ceramics was due to move, but move has been changed.

Connie Landreth: her greatest concern is calling this an "alternate" health plan. She prefers to think of it as a supplemental plan. An alternative would suggest coverage limitations and catastrophic plans are quite expensive. COBRA in our plan is approx \$300 per month. Another issue is being able to purchase plans individually. Many policies will not cover pre-existing conditions. State employees cannot be covered by HealthWave even though it does provide excellent coverage. Dependent coverage is also an issue.

This year, 95% of least expensive plan is PPK. They pay 35% of dependent coverage, child or children. Single plan with dental is free; \$20 primary care; \$30 specialist, with \$1,000 possible out of pocket. Employee & child over \$200 per mo, with catastrophic additional. Connie stated that the plans are what is good for the group, not necessarily what is good for you. Rates are figured on utilization. State passes on to us via co-pays. Pharmaceutical companies are just starting to get pharmaceuticals to those who aren't covered. Isn't better than what we are getting through the state. If you don't participate you don't get any discounts. Improved "preventive care" will count. Kellogg asked if a supplemental program could be derived for employees that didn't cover family members. Connie indicated that even though dependents cannot be covered by HealthWave, they could possibly be covered by medicaid, if qualified. Qualifying events - family can be added back on or taken off. Connie also stated that the state won't let you set up something to be in competition with others, e.g. tuition.

Williams asked the desire of the senate, based on the above information. Do they want to continue and take it on to the president's council? It will only go forward if we go ahead and take it to senior administrators. Kellogg moved we keep on with the investigation. Eaton seconded the motion. All in favor of moving forward. Williams said the proposal needed to go forward as is. He will refer it to the senates first and see what they would pick.

Treasury report. \$819.72. Expenses: \$96.07. Closing Bal \$723.65.

Committee Reports

Legislative Day - Tues, Feb 8. President Harp asked for those interested in attending to contact him. Dr Beggs allows for time to attend. They will leave at 6:00 a.m. to meet in Topeka at 9:00.

Will be getting the committee together. Harp encouraged everyone to contact their senators.

Reminder - be sure to use your personal e-mail - not your WSU email. Yahoo is a good one to use. A lot of legislators will respond by phone if you leave a message. The final position paper is on website.

Elections - meeting next Thursday at 3:00

Newsletter - sent out email

Community Service - Did not give out gifts as soon as thought. Kellogg reported that they received another thank you letter so they know their box was received. Lloyd stated that Joe Kleinsasser contacted him and wanted to know if we would be a clearing house for employees in crisis. Kleinsasser would send out e-mail and we could be the contact for donations. Harp will give information to Holtsclaw and her committee. University Communications would work directly with us. Kellogg asked who would be responsible for determining if it is an actual "need."

Shocker Pride Picnic - hasn't met yet. Sheila Bates has received all the books and forms.

Kellogg moved the meeting be adjourned. Hodge seconded the motion. Motion carried.

February 9, 2005

Agenda

1. Opening
 2. Elections
 3. Legislative Day
- Committee Reports:
4. Newsletter
 5. Community Service
 6. Shocker Pride Picnic
 7. Traffic Appeals

February 9, 2005

Present: Sheila Bates, Donna Belt, Don Brooks, William Cooper, George Corbin, Charles Eaton, Lori Evans, Theresa Fisher, Margaret Ford, Susan Fordyce, Lloyd Harp, William Heard, Cyndy Hodge, Janice Holtsclaw, Wanda Hughes, Cathy James, Shelly Kellogg, Billie, Norden, Robbie Norton, Val Peck,, Joyce Ward, Ann Welch, John Williams

Excused: Garrett Moyer, Ross Pierce, Mike Purdue, Willa Shelton, Hugh Thompson

Opening

Minutes - Senator Hodge moved that minutes be approved as written. Eaton and Brooks seconded. All in favor. Motion carried.

Elections

President Harp stated there were several issues to election:

(1) change in constitution - 4th paragraph, article 6. Electing the president elect in January limits people eligible to 15. By changing the constitution, it will allow 30 eligible people to vote for president elect who will then take over as president Must be able to serve on the senate for two years. Senator Corbin asked about shadowing. Harp stated that it would still give two - three months to go with the president to meetings, etc. By March, the president elect position voted in and will be able to shadow with the current president. VP Williams - in the future, will technically have to start process in December so the ballots can go out in January. All senators voiced approval of changes to the constitution.

2) need to elect a president elect for next year. Lloyd Harp only nomination received. Kellogg nominated Lloyd . Motion seconded by several. Motion carried unanimously. Williams highly suggested that as vice president you not do the election process without someone from HR. February #'s for classified employee categories: President Harp discovered that Category F includes 28 people and has two senators. With 28 employees, this category should only have 1 senator. Category H, EEO 91, has 117 people and that gives them five instead of four senators. Therefore, Category F will lose one senator and Category H will gain one. VP Williams stated that this is not a voting issue, it has to be realigned to conform with federal guidelines. Williams

suggests that we realign some groups as they are disproportionately represented. Harp suggests waiting until August to combine.

Ballots going out very soon. Williams will give until Monday to respond. Finalize on Wednesday and in mail by next Friday.

Legislative Day

Cancelled due to ice storm. KSU also cancelled. Everyone talking about rescheduling the last of February.

Legislation going on. Legislature has to come up with \$32,000,0000 to pay us for our past Dec paycheck. Duane Umbarger thinks if they waited and paid us a day late this time and paid us semi-monthly they would eliminate the 27th paycheck. Would probably cost more than that for training and new software needed. SB 74 & HB 2020 are bills that have been submitted to committee and are now in educational committee. Authorizes the Board of Regents (BOR) to convert all classified employees to unclassified employees and designated as university support staff. We would leave the classified system. BOR will make the decision as to which universities will be allowed to do that. KU has been trying to do this for several years. You can go on line to track these bills. KU really likes the SB, as it looks a lot like what they want. Senator Evans asked if this cause us to lose our protection. President Harp said it will make it more local than state level. We would not have to go to the legislators every time we wanted to get a raise, increase vacation, sick leave, etc. Every agency is responsible for writing in its protections. There is a chance whether we could have layoffs. We have that now. Any university that wants to go to this will have to write it up and present to employees before it could be approved. Senator Heard indicated it is really complicated and easy to cheat yourself. Senator Bates feels it is a lot easier to cope with what you have than to have to do with less. President Harp suggested senators get this info to your constituents and contact your legislators with your concerns.

Go to the classified senate website for links to the SB & HB's. Also, kansas.gov will get you there. KAPE is very against the proposal at this time. Harp stated it would give KAPE more latitude in their contract negotiations. They could do a lot better with their representation. Part of our problem is that we're separated from Topeka.

Harp distributed a handout for basic supervisory training for classified employees. An FYI to be aware of it. Not really to do discuss.

Received a note from Doris Anton Communications and Support Coordinator. - enhancement for the WIN program (EARP program). Lost a couple of senators because of time involved in EARP. She requested we present newsletter to Classified Senate - <http://webs.wichita.edu/WIN>. Requested to know if we would be interested in having her speak. Request that she come in March. Elizabeth King be at senate in April for her annual presentation.

VP Williams has been in contact with Nancy Snyder for the Accreditation over the next 3 years. Wanda Hughes on steering committee, John and one more serving on one of the sub committees. There is a lot of documentation and requires a considerable time committee. Wanda Hughes is on

subcommittee 4, John Williams on 5, and one more on 3.. Get in touch with Nancy if you can serve. Requires a 2 ½ year commitment.

Committee Reports:

Newsletter - Cyndy Hodge - meeting again next Friday. Newsletter should be out the following week. Senator Eaton suggested putting the legislative contacts in the newsletter.

Community Service - Janice Holtsclaw. Soldier campaign. 778th transportation company. Sixty-nine packages received by the company. Well received and appreciated by the soldiers. Has not been able to get anymore to match-up. Almost every soldier was out on missions at Christmastime and had wait until they returned to get them. Thank you notes are still coming out. The family support group has been working with the Adopt a Soldier website. Over 300 soldiers. If you want to participate checkout www.778transportation.com. At the top click on adopt a soldier to get a form. Must tell about yourself first and why you're interested in communicating with a particular soldier. They have security measures in place. Soldier will be responsible for contacting person. Will get more information. Will probably put something in Joe Kleinsasser's newsletter. Suggest you communicate at least once a month, gift maybe every two months.

Shocker Pride Picnic - Sheila Bates - Says thank you to Cyndy Hodge for detailed reports. Committee is responsible for forms for nomination and getting them back, selecting three candidates and getting door prizes. Nomination forms sent out Jan 25. Deadline for return is March 4. Must give finalist to Dr Beggs by March 31. Senator Hodge suggested having Joe Kleinsasser put on weekly newsletter/digest.

Traffic Appeals/Traffic Policy Committee - George Corbin. Meet on Wednesday, February 16. Traffic planning will meet this Friday. Rewriting pamphlet to make it more clear. Hope to clear up understandings.

Senator Cooper moved meeting adjourn. Kellogg seconded. Motion carried.

March 9, 2005

Present: Sheila Bates, Donna Belt, Don Brooks, George Corbin, Charles Eaton, Lori Evans, Theresa Fisher, Margaret Ford, Wanda Hughes, Cathy James, Shelly Kellogg, Garret Moyer, Robbie Norton, Ross Pierce, Mike Purdue, Willa Shelton, Hugh Thompson, Joyce Ward, John Williams, Lloyd Harp.

Excused: Billie Norden, Cyndy Hodge, Ann Welch

Doris Anton and Edie Brown spoke during the Classified Senate meeting. They discussed the WIN Project. Most of the Classified Senators have heard of the WIN project and some of us are currently going through portions of it. The WIN project will bring all administrative and student information together into an integrated, secure, and user-friendly environment that will make the university more efficient and effective in meeting its institutional mission and goals. The WIN project will bring value to the University by:

1. Improving service to all constituents: students, faculty, staff, alumni, parents, donors, job applicants, prospective students, etc.
2. Providing a web-based presentation for all applications with an intuitive user interface
3. Providing an integrated, comprehensive suite of software for higher education that is a vendor supported, industry standard software package
4. Enabling the use of self service options embedded within all appropriate applications
5. Establishing and enhancing end-user ownership of their information
6. Employing workflow technology throughout the applications
7. Improving cooperation and coordination between offices
8. Improving understanding and documentation of university processes
9. Providing a robust and comprehensive security system
10. Increasing efficiency and effectiveness of business processes which will enable WSU to achieve its business and administrative objectives
11. Enforcing University policy and procedures

To learn more about the WIN Project, please go to <http://webs.wichita.edu/win>

Elections: Lloyd passed out ballots to vote for 3 individuals who would serve on a Selection Committee with President Beggs for the Vice President of Academic Affairs. Results will be discussed next meeting.

Billie Norden accepted another position on campus in the VP Administration and Finance and can't continue to serve in the Classified Senate.

Legislative Day is March 15. Six people are scheduled to attend and will report back at the next meeting.

Tuition Increase: Lloyd discussed his meeting with the President regarding tuition. The cost of tuition will go up 9% (5.5% for tuition, 1% for Library, OOE (Other Operating Expenses) 1.5%, and 1% for a buffer).

Committee Reports:

John Williams, Treasure, stated we have \$596.30 and didn't spend any money this month.

Election Committee: John Williams reported that 15 people were elected and only 10 accepted, however he didn't receive all of the responses in time, so he will report on the final senators at our next meeting.

Constitution change proposal that everyone voted on last meeting passed unanimously.

Community Projects:

Lloyd proposed that we might want to consider having a Dental Clinic on campus next year. It allows everyone (uninsured, homeless, etc) to have dental work done for free. More details to follow at a later date.

Newsletter: Lori Evans said she is waiting on other letters, and then the newsletter should be ready to go.

Shocker Pride Picnic:

Sheila Bates said they have received 7 nominations, the committee picked 3 and forwarding on to the President.

Traffic Committee:

George reported that there will be some changes to the traffic policy book soon.

Senator Kellogg made a motion to adjourn the meeting, Norton second the motion. Motion carried.

April 13, 2005

Present: Sheila Bates, Donna Belt, Don Brooks, George Corbin, Charles Eaton, Lori Evans, Margaret Ford, Susan Fordyce, Lloyd Harp, William Heard, Cyndy Hodge, Janice Holtsclaw, Cathy James, Shelly Kellogg, Garret Moyer, Robbie Norton, Ross Pierce, Mike Purdue, Willa Shelton, Hugh Thompson, Joyce Ward, Ann Welch, John Williams

Excused: Theresa Fisher, Wanda Hughes, Billie Norton, Val Peck
Guests: Dr. Elizabeth King, Jennifer Cocking

Dr. King addressed the Classified Senate body regarding the annual report from the University Advancement Division including the Foundation, the Board of Trustees, Ulrich Museum of Art, Alumni Association and Communications and Marketing.

The Foundations Mission Statement states that they are working to assure a university of excellence which they do by identifying donors, cultivating and maintaining relationships, securing gifts and managing resources in order to enable students and faculty to excel.

This year they have continued with the “We are Wichita State” campaign which is the highest fund-raising priority through FY07. Utilizing the campaign has brought the university \$6,874,521 in cash and pledges as of 03/31/05. These funds enable the university to endow scholarships, 5 new faculty of distinction funds, 28 new endowed scholarships and the first Library Graduate Assistant.

The Ulrich Museum of Art has added sculpture by artist Andy Goldsworthy and has also received provisional accreditation from the America Association of Museums with the final review by accreditation visiting committee in April.

The Alumni Association has a new Director, Deborah L. Kennedy. The Alumni Association is the oldest and largest support organization for higher education at WSU and has 6,128 members. One of the Alumni Associations projects is the Shocer License Plate Program which has 903 tags on the road and raised \$132,000 since the program began and awarded 7 scholarships for the 2004-05 year.

Communications and Marketing works to increase the positive perceptions of WSU by drawing on the local community, business leader and faculty/staff evaluations for input. Communications and Marketing won 4 awards in a national 20th annual Admissions Marketing awards competition for outdoor, newspaper, brochure and TV work. They launched a new recruitment website in October 2004 which has drawn more than 42,000 visitors and has delivered 104,307 page views.

They will continue with the next generation of “I am Wichita State” focusing on specific areas, i.e. “This is Engineering at Wichita State” and will target high school students, returning students and graduate students using print, outdoor and nontraditional advertising.

The minutes from the previous senate meeting were discussed and a motion was made by Charles Eaton to accept the minutes as written and was seconded by Lori Evans. Motion carried.

Lloyd gave out the senate roster for 2005 – 06 year. A Vice President may be elected next meeting which will include old and new senators in attendance.

The trip to Topeka for Legislative Day was March 15. Persons attending were Lloyd, Charles Eaton, Garrett Moyer, Bill Heard, Don Brooks and Ellen Abbey.

Charles was impressed by some of the representatives, but feels that the chain of command in the classified employee processes does not work. He feels that the unclassified employees have more freedom for representation. He also commented that a few of the representatives said we should drop out of the system.

Garrett felt that it was a good experience, but thought that only 1 representative was really willing to listen. He did say however that he would recommend everyone should go at some time.

Bill felt that the national Republican Party is dictating how our local representatives vote on issues and that what was ok nationally may not work here. He is concerned that as a part-time employee for the city he gets free parking and a .50 cent an hour shift differential as opposed to .30 cents here for the state.

Lloyd sat in on a hearing discussing KPERS which talked about separating school KPER from state KPERS. The school KPERS do not pay in as much as the state KPERS, so the school KPERS is a weaker system. Also discussed was lessening the vesting period, something that the Regents position papers has recommended for the past several years. There are concerns about how to keep KPERS afloat, since in 2037 KPERS will be out of money. There could possibly be a change for employees hired after 2007.

Robbie wanted to know when the vesting change could occur and a date has not been determined yet.

John Williams reported that the elections were completed and there was one person left to contact.

Sheila Bates reported on the Shocker Pride picnic. The committee is still collecting door prizes. Three persons have been selected for the classified employee awards.

Janice Holtsclaw stated that the Community Service committee will be working on the plan to get old cell phone donations, which can be re-worked and given to victims of domestic violence. Willia Shelton said she believed someone else was already working on this and Janice was going to check on this.

Lloyd offered thanks to all senators for their service this year.

Shelly Kellogg moved to adjourn the meeting and Robbie Norton seconded the motion. All approved and the motion carried.

May 11, 2005

Present: Donna Belt, Don Brooks, George Corbin, Charles Eaton, Susan Fordyce, Lloyd Harp, Janice Holtsclaw, Wanda Hughes, Garrett Moyer, Robbie Norton, Val Peck, Ross Pierce, Willa Shelton, Joyce Ward, Ann Welch, John Williams

Absent: Sheila Bates, William Cooper, William Heard, Cyndy Hodge, Mike Purdue Hugh Thompson

Excused: Lori Evans, Theresa Fisher, Margaret Ford, Cathy James, Shelly Kellogg, Billie Norden,

Guests & New Senators: Ellen Abbey, Doug Webber, Steve Carlson, Larry Ingram, Sonja Schroeder, Fawn Beckman, Bill Patton, Jane Eshelman, Shannon Roberts, Sheryl McKelvey

Welcome

Harp welcomed new senators and asked them to be sure to sign the Attendance roster. He stated that we have a real exciting group next year. Corrections to minutes: Ulrich spelled wrong in fourth paragraph; Shocker spelled wrong second from bottom of first page. Senator Norton moved to approve with corrections. Charles Eaton seconded. All in favor, motion carried.

Shocker Pride Picnic

Picnic went very well. Willa Shelton, Sheila Bates and those on the committee were recognized . Picnic was very well attended. The committee was able to garner many prizes for drawings. The committee worked very hard and their labor was appreciated. Senator Wanda Hughes was recognized as the classified staff person of the year as well as Jan Toth and Glen Gunnels.

Speech to Unclassified Professional Senate and Deans and Directors

President Harp met with Unclassified Professional Senate (UPS) last month and the Deans and Directors. He was invited by UPS to explain to them about the alternative to civil service that the classified senate has been working on.

Harp talked about the law that will allow us to become unclassified. He wanted to share with the senate as a whole so we'd all know where we stand. The biggest difference is that we would have a permanent job and theirs (UPS) is on a year by year basis. Statute is written that any university that chooses to go the alternative route is by university vote. And regents have to authorize them to go in. KU is in the process. Vote was marginal. Harp stated he didn't know how the regents feel about that. They may require KU to take another vote. KSU is very vague. WSU's committee was formed through the classified senate and broke off as a subcommittee on it's own. Harp wants to present the draft document to the president shortly. From there, will work down through the deans & directors, senates , etc. He wants to present an idea to everyone and let everyone vote on whether they want to go unclassified or not. The big benefit is that we could actually get raises again.

COLA

WSU will fund the 1 1/4% COLA this year. Starting in January the other 1 1/4% will be funded by the legislature. The unclassified personnel will get the whole 2 1/2% for the entire year. When the alternative plan is unveiled it will still need some extra touches. Hopefully it will make a big difference in how much we get paid. As enrollment goes down, staff eventually goes down.

Someone asked about this new plan and Lloyd told them about it. The plan probably won't be unveiled until after fall semester starts. The committee wants to let everyone make informed decisions. Some changes would be vacation leave increase - round-up to even hours, etc. It also gives us some bargaining power for the future.

Questions:

Wanda - stated that unclassified don't get vacation after a certain point.

Willa - if we become unclassified, are we still under protective status?

Harp stated that we will be protected and we will have a grievance board as usual. He would like to see a board of community leaders in Wichita to serve on grievance if one is appealed.

Ellen - stated that WSU has built in an advocate pool in the new plan. This pool would be a group of classified employees trained to assist an employee with a grievance if that employee wishes.

Lloyd - stated that we run ourselves anyway, why do we need to be under the Department of Administration? They don't look at the classified employees at WSU because we're just a little part compared to the entire state. It has now been five years without an increase. Per the university, it will be all or none. At KU many of their employees resisted change because their OHR developed the new plan. We at WSU have developed our own plan. KU did not educate their employees before the resistance built up. We want to do it right and enable employees to make informed intelligent decisions.

Ellen - asked if the regents meetings are open to public. Per John Williams, some are closed and some are executive. Their minutes are on line. Eshelman understands that any governmental meeting is open unless specified as closed session beforehand.

Certificates to outgoing senators

Senators recognized: John Williams, vice president. (He is off the senate due to reclassification). Sheila Bates, Don Brooks, George Corbin, Theresa Fisher, Cyndy Hodge, Janice Holtsclaw (she took charge of the Community Service Committee - Adopt a Soldier). Shelly Kellogg, Billie Norden, Ross Pierce, Mike Purdue, Willa Shelton, Butch Thompson, Ann Welch. Out-going senators were dismissed if they wanted to leave.

Election of Vice President and Secretary

Ellen nominated Charles Eaton for vice president. Voted by saying "I". None opposed. Motion carried.

Eshelman nominated Val Peck for secretary. Motion seconded. All voted by saying "I". None opposed. Motion carried.

Janice Holtsclaw has a project that she wants to have carried on. Harp invited Janice to come to the August meeting and present project.

Robbie Norton moved the meeting adjourn. Garrett Moyer seconded. All in favor. Motion carried.

Val Peck Secretary