

November 7, 2002

Unclassified Professional Senate

**Meeting Minutes – November 7, 2002
425 Ahlberg Hall**

- I. Call to order: President Mike Erickson called the meeting to order at 8:30 am in 425 Ahlberg Hall.
 - a. Senators present: Tom Brock, Sue Burdette, Connie Dietz, Marsha Gladhart, Linda Matson, Ellie Skokan, Dotty Harpool, Rich Renollet, David Butler, Joe Kleinsasser, Kevin Crabtree, Kaye Monk-Morgan.
 - b. Senators absent: Rob Gibson, Bill Wynne, Klent Harkness, and John Lee.
 - c. Guest Speaker: David Fyfe, State Employee Advisory Committee
- II. Review of Agenda: President Erickson reviewed agenda, nothing added.
- III. Review and Approval of October 17, 2002 minutes: Senator Dietz moved and Senator Matson seconded a motion to approve the minutes. Motion passed 10-0.
- IV. Guest Speaker – David Fyfe – State Employee Advisory Committee (SEAC)
 - A. David Fyfe is a member of this new committee. The Department of Personnel in Topeka created the committee. It consists of 15 members throughout Kansas. The breakdown is as follows: 12 classified, 3 unclassified; 3 with less than 5 years in the system, 3 with 5-10 years, 3 with 10-15 years, 3 with 15-20 years and 3 with more than 20 years. Their charge is to provide feedback to the Department of Personnel. Mr. Fyfe circulated a handout that listed the issues that this committee hopes to address. This committee also meets quarterly with the Human Resource Managers Committee, of which Mike Turner is a member. The SEAC has only had their initial meeting so they are just getting started. Mr. Fyfe would like to work with all the groups on campus get their concerns. The SEAC has determined that the top five priorities are advocacy for employees, attract and retain employees, sick leave balance incentive, and fair review system with rewards and educate employees. Senator Burdette asked Mr. Fyfe if anyone was currently working on the Unclassified Professional review system. Mr. Fyfe said he was checking with the two Unclassified Professionals on the committee. President Erickson asked how the make-up of the SEAC was determined since it was 80% classified and 20% unclassified professionals. Mr. Fyfe said that he thought it was based on the breakdown throughout the state of Kansas. He referred to a report, State of Kansas Workforce, available at the Department of Personnel Services website. However, the breakdown in 2001 was 2 to 1 classified to unclassified. Senator Matson asked when the SEAC begins discussions about the Unclassified Professionals review system if he would let the UP Senate know about it. There are concerns about Classified employees making decisions about Unclassified Professionals when the two systems are so different. Senator Dietz asked if the Workforce report defines Unclassified? (Referring to the Unclassified employees in Topeka). Mr. Fyfe will check into that. President Erickson asked Mr. Fyfe for a list of members of the SEAC and

November 7, 2002

Mr. Fyfe said he would email that to President Erickson. Mr. Fyfe's email address is David.Fyfe@wichita.edu if anyone would like to contact him. President Erickson thanked Mr. Fyfe for his presentation.

V. President's Report – President Erickson had nothing new to report.

VI. Committee reports

- A. Service – Senator Matson reported that the list of volunteer opportunities has been sent out to the approved list of Unclassified Professionals. Senator Matson has received a few replies to the message. Kristi Mohler has taken over coordinating the Stuff The Bus event since Amy Schaeffer left WSU at the end of October. Posters for the event will be put up around campus and information will be sent out via the WSU News Digest. Collection boxes will be placed around campus in some offices. The Bus will be here on December 5th from 9:45-10:15 am. Senator Matson would like to get the Wish List out to campus and plans to provide the list to everyone at the Fall General Session. Senator Crabtree will put the list on the UP website. Senator Harpool volunteered to put a collection box in an area outside her office in the Clinton Hall lounge and then she will lock it in her office at night. The Bus will be stopping at the turnout in front of Morrison Hall.
- B. Professional Development – nothing to report.
- C. Recognition – nothing to report.
- D. Legislative– Senator Dietz sent out an email reminder to Unclassified Professionals to get out and vote last week. Senator Dietz also reported that the state budget does not look good and new elected Governor Sebelius has been urged to make cuts quickly. Senator Dietz is currently communicating with Senator Shodorf and has received a confirmation from her that she will be attending our Fall General Meeting. Senator Dietz is now trying to get Representative Tom KleinKlein from the House Appropriations Committee to speak at the meeting. KleinKlein is a WSU graduate. Senator Dietz said that in the past the Unclassified Professional Senate President has sent a congratulatory letter to all the election winners and will get with President Erickson about doing that now. Senator Dietz urges everyone to get to know the Senators and Representatives in their district and try to meet and talk with them about the issues. Do not use university time or university email to do this. Senator Dietz is asking Senator Shodorf and Representative Klein to talk about what they think the 2003 term will involve and allow for a question and answer period. Senator Dietz feels we should be sure to ask them what they think the difference is between classified, unclassified and unclassified professionals. We should also ask them to not balance the budget on the backs of state employees. Senator Matson said she heard that Governor Sebelius is creating an email address that everyone can send feedback about the budget to her directly. Senator Skokan asked if we can increase the Fall General Meeting time from 1 hour to 1 ½ hours because there will be so much happening. President Erickson said that we have the room reserved until 5:00 pm and we will change the flyer to read 3:00 – 4:30 pm. Senator Dietz said that if we are unable to get Tom Klein for our meeting that she will contact Representative Pottorf. Senator Dietz said Eric Sexton suggested that if Klein is not available that we contact the representative from Greensburg, who is a democrat. That way we will have 1 democrat and 1 republican. (Senator Dietz could not remember the representative's name at the

November 7, 2002

time). President Erickson commented that if it has to be 2 republicans then that is better than just on person.

E. Grievance—nothing to report.

VII. New/Continuing Business.

- A. Fall General Meeting Agenda (11/20/2002)— Room 127 Jabara Hall at 3:00 pm on November 20, 2002. President Erickson will work with Senator Crabtree on getting the flyers out right away. Senator Kleinsasser asked President Erickson to get the information to him next week for the Weekly Digest email. President Erickson said the agenda will consist of information on the budget, although we are not sure what that will be yet, committee reports, and he will talk about the activities of the Advisory / UP Staff Reduction committee. Senator Harpool would like to see educational information about WSU Unclassified Professionals. Senator Skokan said the last time legislators were here we went around the room and said who we were and our titles. Senator Harpool suggested handing out a sheet with all Unclassified Professionals' names and titles for everyone in attendance. Everyone agreed that was a good idea. President Erickson said that he feels the purpose of the fall meeting is to report what we are doing and ask for feedback on what we should be doing. President Erickson will introduce all Senators to the group in attendance.
- B. Appointee for Employee Advisory Committee for the Health Care Commission - President Erickson talked to Nancy Kraemer, she doesn't think she can make the commitment and she recommended Janet Wetta. President Erickson talked with Janet Wetta and she is interested and wrote a request letter to be on the committee. We should hear in the next couple of months. The Unclassified Professional Senate supports her request.
- C. University Traffic Policy Advisory Committee appointments – President Erickson reported that no progress has been made with this appointment.
- D. Senate Meeting on November 21, 2002 – President Erickson asked if we want to meet on this scheduled date. Senator Gladhart suggested we don't meet since there is so much going on at that time. President Erickson said unless something comes up at the Fall General Meeting that our next meeting will be December 5, 2002.

VIII. As May Arise

- A. Kathy James introduced herself to the Unclassified Professional Senate. Kathy is the new Employment Manager in Human Resources. She has been here about 3 weeks. Her job entails hiring candidates for classified and unclassified positions, mostly classified positions.

IX. Senator Skokan moved for adjournment, Senator Butler seconded the motion. Motion passed 11-0. Meeting adjourned at 9:25 am. Next Senate meeting is December 5, 2002.

Meeting minutes submitted by Kevin Crabtree, Unclassified Professional Senate Secretary