



# Unclassified Professional Senate Archives

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Unclassified Professional Senate

Academic year 2020-2021

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## Meeting of August 18, 2020 Minutes

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# USS & UP Joint Senate Meeting

9-11 a.m. August 18, 2020 via Zoom

## **In Attendance:**

**UP Senators:** Ellen Abbey, Krissy Archambeau, Brian Austin, Amy Belden, Anne Marie Brown, Rodney Clark, Daraleen Estill-Matos, Shareika Fisher, Gabriel Fonseca, Trish Gandu, Denise Gimlin, Lisa Hansen, Kayla Jasso, John Jones, Judi McBroom, Anetra Miller, Tyler Pennick, Lucy Petroucheva, Julie Scott, Erin Shields

**USS Senators:** Connie Basquez, Linda Claypool, Matt Houston, Angela Linder, Amy McClintock, Randy Sessions, Trisha Wenrich, Lisa Wood

**Guests:** Brenda Achey, Christian Alvarez, Larry Burks, Jay Golden, Kelly Herzik, Cynorra Jackson, Susan Johnson, Melissa Penkava Koza, Stacy Salters, Micah Thompson

## I. Call to Order

- a. Announcements or Proposals
  - i. No announcements or proposals at this time.
- b. Minutes Approval Process – Electronic
  - i. Minutes approved electronically prior to the meeting.
- c. Committee Reports/Updates – Submitted in Advance

## II. Old Business for USS & UP Senates

### a. Shared Governance Activities

- i. **Fall Homecoming Exploratory Committee**
  1. No updates at this time.
- ii. **Free Speech Policy & Crisis Communication Plan Committee**
  1. Has been submitted to President Golden and members of PET for their review. There is also a free expression website being built.
- iii. **Golden Inauguration Committee**
  1. Event will be on October 26 at 2:30 p.m. at the Metroplex. Committee is working on an invite list. Kayla has requested that USS and UP Senators be on the in-person invite list. Invites should go out in the next couple weeks; RSVP will be electronic. The event committee will be seeking volunteers soon through WSU Today.
- iv. **Reintegration Working Groups**
  1. Main reintegration group meets on Wednesday morning for the rest of the semester. Most committees have completed their work.
- v. **Innovation Campus Consultant** – No updates at this time.
- vi. **Shared Governance Visioning Team**
  1. An initial meeting was held the end of July with various members of the PET and Senate leaders to talk through the objective and timeline. Julie Scott, Jeff Jarman, Matt Houston and Rija Khan are leading the efforts to define the shared governance principles for WSU and will be having further dialogue throughout the academic year.
- vii. **HR Service Recognition Task Force**
  1. No updates at this time.

## III. New Business for USS & UP Senates

### a. Strategic Priorities and Q&A with President Golden

- i. **COVID Testing Center/Mask wearing** – President Golden has been kindly reminding folks to put on their masks; asked us to do the same. He asked that we work to empower fellow members of the Wichita State community to wear their masks. The president understands that many staff members are nervous about COVID numbers growing as we see students, faculty and staff return to campus. He announced that the university is working to setup our own COVID testing center. The testing machines should be here within a week, and the off-campus facility is almost done; should be available by late September. The facility will be equipped to administer the nasal swab

test; they are currently working with the FDA to get approval for saliva testing without the presence of a nurse. Free testing will be offered to Wichita State faculty, staff and students who are in need. The center will also have the resources to offer low-cost testing for the USD 259 community and local neighborhoods.

- ii. **Enrollment/Budget Updates** – President Golden thanked and recognized everyone who has had a hand in enrollment management efforts. He shared that WSU is looking okay as far as enrollment and projected deficits for fiscal year 2021. The only furloughs we have had to do are at the highest levels of administration (deans, VPs, etc.) and those were short term. We have already worked to tighten our budgets through discretionary spending cuts, shuttle bus cutbacks, housing refinancing, and CARES Act reimbursement. Fiscal Year 2022 is of concern. The state has asked us to plan for a 10-15% reduction in state funding. The Strategic Budget Committee has already started looking at future budget cuts to minimize the impact that state reduction will have on our campus. President Golden will be exploring alternative revenue streams to offset state reductions, including public/private partnerships. The upcoming election could influence future funding as well, and we need to be ready for possible changes in stimulus funding.
- iii. **125<sup>th</sup> Anniversary Celebration** – There will be activities throughout the year to celebrate.
- iv. **Strategic Priorities** – Will be sharing these with campus this fall. Three areas President Golden is focusing on:
  1. **Accessible, affordable and impactful education.** We are the most affordable research institute if our kind! (even more so than Purdue 😊)
  2. **Economic Development.** So important for us to help diversity and grow the economy. Smart manufacturing will be the most transformational addition to our campus.
  3. **Mission-driven organization.** We want to be the place that addresses health, education, and economic disparities in our state.
- v. **Merit raises for staff** – A senator asked President Golden to clarify information regarding merit raises for staff in the current fiscal year. Merit raises are not off the table for FY 2021. The president understands there may be good reasons to award merit raises to some individuals; he is not going to tell individual divisions/units how to make cuts. He wants staff, faculty and students to be involved in the process. Some units may choose to give additional compensation during their budget exercises.
- vi. **Partnership to retaining grads in KS** – A senator asked if the president has explored programs similar to [the Purdue Brain Gain Initiative](#), where the university partners with companies to provide economic incentive for their grads to stay in Indiana. The president continues to consider efforts that would encourage graduates to stay in Kansas and has looked at what Purdue is doing. He mentioned that what Purdue offers benefit graduates in the computing, engineering and healthcare industries. President Golden strongly supports the relationship we have with WSU Tech and wants to see us streamline our pathways with WSU Tech. He has been talking with Georgia Tech and Arkansas Tech about how they handle their system when it comes to accreditation, workforce equity, etc.
- vii. **Food on campus** – Golden is currently working with city councilman, Brandon Johnson, to bring the WSU Tech’s culinary program kitchen to campus, as well as a microbrewery with a full-service kitchen.

#### **b. Welcome and Installation of Two New Senators**

- i. Welcomed two new UP Senators to fill vacancies within the Division of the President: Lucy Petroucheva with the Institute for Community Engagement and Anetra Miller with Wichita GEAR UP.
- ii. Installation of two new Senators
  1. President: The purpose of the UP Senate is to foster communication and collegiality among Unclassified Professional personnel of the University, and to:
    - a. Provide representation for Unclassified Professional personnel and serve as a liaison to the University administration and others regarding issues of concern;

- b. Formulate recommendations to the University President regarding policies and procedures that relate to the concerns of the Unclassified Professional Personnel at Wichita State University; and
- c. Review and recommend refinement of the Unclassified Professional Personnel Policy.
- d. Will you accept these duties and responsibilities?

2. Senators: I will.

**c. UP & USS Senate Merger Timeline Proposal**

- i. Gabriel Fonseca presented a timeline that would have us presenting the proposal to all constituents at the fall general meeting in December. Trish Gandu pointed out that the USS and UP senates have been meeting and operating jointly over the last year. Randy Sessions shared that some of the other KBOR schools have already merged their senates, and with the number of USS positions decreasing and those of UP positions increasing, it makes sense for us to create one unified body.
- ii. Discussion: Support for the merger to prevent duplication of efforts regarding committee work and communications. Some senators have heard from constituents that they are worried about USS losing their voice. There is interest in learning more about USS constituency feelings about the merger and more specifics regarding the sentiment of losing a voice if the two senates were to merge. It was pointed out that at some point in the future, the only USS positions on campus will be facilities services and the police department. As existing USS employees retire or vacate positions, those roles are transitioned to UP positions. Randy shared this is a trend we are seeing across the entire state. There was further discussion about the there possibly being some misunderstanding among USS staff who still think their USS position comes with the protections that were there when positions were classified. It was emphasized the importance of communicating the facts and positive aspects of the merger to constituents.
- iii. Gabriel asked the senators for their thoughts on how we should buildout representation within the merged Senate. Two of our options are building a structure around the new HR job architecture due to market-based compensation or allocating representation by division. An HR representative was in attendance and suggested considering representation by the new job families that HR is creating (e.g., security services, administrative support, etc.). It was also suggested we look at representation by division since our professional networks may be tighter in the divisions. Some senators expressed support for representation by job families so that senators are representing staff and positions they understand and can adequately advocate for. HR will have the job family mapping done by the end of the calendar year. He will give estimated numbers of staff within each job family to Trish.

**d. Free Expression Working Group – Chicago Principles**

- i. Trish Gandu and Randy Sessions have been invited to participate on this working group. Links were sent out last week for review, one to [FIRE.org](#) explaining the [Chicago Statement](#) and the other was a link to the [UChicago Free Expression statement](#).
- ii. Many senators expressed their support for adopting the Chicago Principles. Trish asked for any other senators to send her and Randy feedback ahead of their meeting on Monday, August 14.

**IV. Committee Updates & Discussions**

**a. Committees**

**i. Awards/Recognition (Joint) & Staff Recognition Task Force**

- 1. No updates at this time.

**ii. Communication and Website (Joint)**

- 1. The first post-meeting message was distributed. Please let us know if you have any feedback about the messaging or questions about using a mail merge. The UP Senators photo directory has been updated, although we are still missing photos for a number of people. Please check out the directory at [wichita.edu/upsenate](http://wichita.edu/upsenate) to see if we still need your photos. We've recently

updated the awards webpages and added the 2020 Service Award winners to the website. We will be working on creating a webpage that highlights past UP President's, Archives we will be coming to you for some help on this. We are also looking for a representative from USS to serve on the committee.

**iii. Election (USS) and (UP)**

1. UP: Vote was held for two vacant positions within the Division of the President. Lucy Petroucheva and Anetra Burton-Miller were elected.
2. USS: No updates at this time.

**iv. Organizational Governance (Joint)**

1. The committee met to begin game planning a proposed timeline for a possible merger of the UP and USS Senates for review of the entire Senates. Also, we began having preliminary conversations of archive procedures that will be discussed at our next committee meeting before forwarding a recommendation to the Senates for approval.

**v. Policy Review (Joint)**

1. Reviewed Policy 3.06 - Sexual Harassment, Discrimination and Retaliation for Employees, Students and Visitors and provided feedback. Policy was also put in WSU Today for a public comment period. We also were given Policy 3.02 Notice of Nondiscrimination as an FYI – changes made to meet Federal requirements, so no feedback requested or provided.

**vi. Professional Development and Service (Joint)**

1. No updates at this time.

**b. Campus/University Business Meeting Updates**

**i. AOC (UP Representative)**

1. No updates at this time.

**ii. Budget Advisory Committee (Joint)**

1. No updates at this time.

**iii. Human Resources Meeting (Joint)**

1. They are going to be developing a telework policy. There have been a lot of leave requests around COVID and they are trying to improve the FAQs to help employees better understand what exposure means, close contact, etc.
2. Transition to market-based compensation is 99.5% complete. The HR business partners have been meeting with department leaders to gather feedback. Would like to be transitioned to market-based compensation late fall/early winter.
3. HR office hours: They have one person in the office front lobby for walk-ins from 8 a.m.-noon and 1-5 p.m. Most staff will remain remote and most interactions will be remote.
4. There has been a national scam around fraudulent unemployment claims, and it has happened to employees. There was an uptick recently and HR is helping manage.
5. New leader orientation is being converted to live online format. Any leader is welcome to attend if they are interested in a refresh. It will be made into online modules so people can view anytime.
6. LinkedIn Learning goes live in August and is an online learning platform that provides courses and tutorials. (Everyone should have received an email with information.)
7. Grow at WSU will be launched in September and goes hand in hand with LinkedIn Learning. All WSU trainings/associated trainings will be available within Grow at WSU.
8. The project team provided a recommendation on a new HR talent management system to the steering committee. They are now working on getting more detailed costs – year over year cost, implementation cost, timeline, etc. Once complete, the steering committee will take to PET for their review.

**iv. Legislative Update (Joint)**

1. No updates at this time.

**v. Library Appeals (Joint, Representative from Each Senate)**

1. Reviewed and acted upon two cases.
- vi. **Parking Appeals (Joint, Representative from Each Senate)**
  1. Have had only about a handful of appeals and mostly from student's parking in faculty/staff lots. We have been trying to offer the parking quiz to most so that they know the parking regulations. We expect to see an influx in appeals once classes begin.
- vii. **President's Council/PET Meeting (Joint)**
  1. No updates at this time. The President's Council has not met.
- viii. **President Meeting (Joint with UP & USS Senate Presidents)**
  1. President Golden, Provost Muma and Werner Golling met with the USS, UP, Faculty and SGA leadership to provide a debrief from the KBOR retreat. Much of the conversation was around openings campuses this fall and budget.
    - a. COVID: WSU continues to communicate with students and employees about wearing face coverings/masks, social distancing, etc.
    - b. Budget: Unless there is a drastic change, WSU is in good shape for FY 21. There is concern for FY 22. Institutions have been asked to plan for what a budget would look like with a 10% and 15% cut. We don't know what will happen and there are a lot of variables, but we need to be proactive in planning.
    - c. There are conversations amongst legislators about there being too many community colleges and universities in the state.
  2. President Golden held a retreat August 10 with the PET, Deans and constituency heads. There were presentations and conversations about the preparations and challenges for reintegrating campus, FY 21 state budget and preparing for FY 22, President Golden's strategic priorities which include providing an accessible-affordable and impactful education; growing and diversifying our economy; and embodying a mission driven university. Other presentations included the planning for the next campaign, regional engagement – what we are doing/where we are going, Innovation Campus and the needs of our campus and surrounding community.
- ix. **RSC Board of Directors (Joint, Representative from Each Senate)**
  1. No updates at this time. Meeting scheduled for August 20.
- x. **Traffic Appeals (Joint, Representative from Each Senate)**
  1. No updates at this time.
- xi. **UPS President's Council (UP) and USS President's Council (USS)**
  1. UPS: Each school shared their reopening plans. All will offer in person, hybrid and online classes. Many campuses are continuing to stagger work schedules. Much of the discussion was around the KBOR presentation in September and brainstorming the topics we would like to include.
  2. USS: No updates at this time

## V. As May Arise

- a. **Upcoming Meetings:**
  - i. **9-11 a.m. Tuesday, September 15, 2020 – UP/USS Senate Meeting**
- b. **Ex-officio Reports**
  - i. President's Diversity Council
    1. Larry Burks will be joining our Senate meetings to provide us information from the PDC. The council did not meet over the summer, so no updates at this time.
- c. **Student Government Association (SGA)**
  - i. Gabriel Fonseca shared that SGA will be hosting the Fall 2020 State of the Student Body Address and it will be live streamed on September 3 at 6:00 p.m. He encouraged senators empower their students to get involved in SGA.

## VI. Adjourn

The meeting was adjourned at 10:38 a.m.