

WICHITA STATE UNIVERSITY  
UNCLASSIFIED PROFESSIONAL SENATE  
Minutes - May 21, 1992

The Unclassified Professional Senate (UPS) convened on May 21, 1992, at 8:30 a.m. in 205 CAC.

Members Present: Barbara Bowman, Tom Brock, Steve Gladhart, Bonnie Johnson, Nancy Kraemer, Janet Nickel, Cathy-Razook Ellsworth, Jim Rogers, Amy Schafer, Mike Turner, Dale Valentine

Members Absent: Frankie Brown, Terre Johnson, Barbara Mason, Don Nance, Jill Pletcher

1. Approval of Prior Minutes

The minutes of the May 7, 1992, Unclassified Professional Senate meeting were approved as submitted.

2. Reports

A. Report from the UPS President - D. Valentine

1. D. Valentine welcomed Cathy Razook-Ellsworth and Amy Schafer to the UPS.
2. Members of the Constituion Committee will be Frankie Brown, Jean Elliott, Bonnie Johnson, Nancy Kraemer (chair) Mike Meacham, and Jan Wolcutt.
3. D. Valentine distributed copies of a memo sent by him and Martha HAMmond, president of the Classified Senate, to Stanley Koplick and Jack Sampson of the Board of Regents, requesting that the presidential search committee be reconfigured to include classified and unclassified representation.
4. D. Valentine has received responses to the questions he posed in his comments to President Armstrong regarding the FY'93 budget. Information provided includes:
  - a. research overhead funds replaced in the FY'93 budget with state funds have been reallocated to the Hazardous Materials Office;
  - b. the special appropriation for the police department includes funding for six new positions;
  - c. approximately \$20,000 in state funds are being used for the CAC Bookstore discount and rate scaling in the Heskett Center. D. Valentine suggested the UPS consider if this is an appropriate use of funds.

B. Committee Appointments

1. S. Gladhart reported that response has been good thus far to the Committee Service Interest Forms distributed at the May 13 general meeting. Additional forms will be distributed to all unclassified professionals with the minutes and handouts from the May 13 meeting.
2. The Committee on Committees will meet soon to develop recommendations for the structure and charge of the Unclassified Professional Support Committee.
3. B. Bowman's has generated a list of recommended alternates for the Grievance Committee. D. Valentine will seek agreement to serve from persons on the list.

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4. D. Valentine announced that the presidents of the UPS and the Classified Senate have been added to the University Budget Committee. The committee met on May 20 to consider recommendations for the FY'94 legislative budget.
  5. J. Rogers reported that T. Johnson is uncertain if he will be able to continue to serve as a UPS member. The UPS will consider potential replacements if he resigns.
  - C. Tuition Assistance Committee - no report
  - D. Grievance Committee - no report
  - E. Traffic Committee membership revision - J. Nickel  
J. Nickel distributed copies of a draft response to President Armstrong's proposed revision of the Traffic Committee. The UPS supports the reconfiguration to a university committee with representation from all campus constituencies but believes that, because of comparable numbers, the representation for classified, unclassified professionals, and faculty should be equal. J. Nickel will incorporate suggested changes into the response and send it to President Armstrong on behalf of the UPS.
  - F. UPS Budget Line - J. Rogers  
The UPS has been granted a budget allocation of \$300 for FY'93. Additional funds may be available if needed.
  - G. Faculty/Administrator Salary Report - B. Bowman  
B. Bowman provided copies of three salary reports prepared by members of the Faculty Senate. Additional reports will be provided as obtained.
3. Smoking Policy  
Nancy Conley joined the meeting to voice her opposition to the proposed policy banning smoking in campus buildings.
- The UPS considered a draft response prepared by D. Valentine to President Armstrong's proposed policy on smoking. The UPS supports the policy but believes that implementation should be delayed for a period of six months to permit smokers to prepare for the new guidelines. The UPS also recommends that a university committee should be established comprised of unclassified professionals, faculty, classified, and students to address issues of employee assistance for smoking cessation. In the interim, D. Valentine will ask Greg Buell, S. Gladhart, D. Nance, J. Nickel, J. Rogers, and M. Turner to serve on an *ad hoc* committee to investigate sources of state support for smoking cessation assistance to university employees. After discussion, the UPS will also suggest banning smoking an appropriate distance from building entrances to permit smoke-free access to campus facilities. D. Valentine will revise his draft and submit the response to President Armstrong from the UPS.
- Members were advised that the Classified Senate and the SGA have supported the proposed policy and that there seems to be strong support for it within the Faculty Senate.
4. UPS Minutes/Materials Distribution  
The UPS minutes and related materials will be placed on the PFAS bulletin board to permit general access; J. Rogers will prepare instructions for accessing the bulletin board which will be distributed with materials from the May 13 meeting. Persons requesting hard copies may call N. Kraemer.

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5. As May Occur

- A. A. Schafer will investigate the cost of printing letterhead stationery for the UPS.
- B. The UPS reviewed a memorandum from John Schuh regarding the decline of demand for evening child care at the university preschool. C. Razook-Ellsworth will respond for the UPS, requesting that the preschool remain open until 7:00 p.m. if possible to accommodate persons in late-afternoon/early-evening classes.
- C. The minutes from the May 13 meeting will be distributed to all unclassified professionals along with copies of the handouts and instructions for accessing the PFAS bulletin board for copies of the UPS minutes and related materials.
- D. B. Bowman discussed the potential impact on the university regarding building modifications required to comply with handicapped-access regulations.
- E. T. Brock announced that the CIPC will meet on June 6 to discuss plans for the tennis complex. Comments regarding the plans may be communicated to him prior to the meeting.

6. Meeting Schedule

The UPS will continue to follow its regular meeting schedule during the summer. Meeting dates are June 4 and 18, July 2 and 16, and August 6 and 20. Meetings will be held at 8:30 a.m. in 205 CAC.

Meeting adjourned at 10:40 a.m.