



# Unclassified Professional Senate Archives

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Unclassified Professional Senate

Academic year 2020-2021

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## Meeting of March 16, 2021 Minutes

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# USS & UP Joint Senate Meeting

9:30-11 a.m. March 16, 2021 via Zoom

## In Attendance

**UP Senators** – Ellen Abbey, Krissy Archambeau, Angela Aubrey, Amy Belden, Jeswin Joseph Chankaramangalam, Alan Dsouza, Shawn Ehrstein, Gabriel Fonseca, Trish Gandu, Denise Gimlin, Lisa Hansen, Kayla Jasso, Aswini Kona Ravi, Judi McBroom, Tyler Pennick, Lucy Petroucheva, Julie Scott, Erin Shields

**USS Senators** – Travis Dorion, Matt Houston, Angela Linder, Amy McClintock, Randy Sessions, Lisa Wood

**Guests** – Lana Anthis, Lee Ann Birdwell, Judy Espinoza, Marche Fleming-Randle, Zach Gearhart, Kelly Herzik, Marcie Holsteen, Cynorra Jackson, Lane Lindt, Susan Martin, Jamie Olmsted, Melissa Penkava Koza, Sheryl Probst, Rebecca Reiling, Stacy Salters, Michelle White, Beth Uhler

## I. Call to Order

- a. Minutes Approval Process – Electronic
- b. Committee Reports/Updates – Submitted in Advance

## II. Old Business for USS & UP Senates

### a. Shared Governance Activities

#### i. Reintegration Working Groups

1. University is making plans to resume normal operations in Fall 2021. New event pre-approval policy to ensure events are meeting gathering requirements. COVID-19 vaccine now available for faculty, staff and students who are employees of the university.

#### ii. Athletics Policy and Culture Task Force

1. The APC Task Force has wrapped up our recommendations and approved the final report. I expect a summary will be made public soon.

#### iii. Shared Governance Visioning Team

1. Julie Scott and Matt Houston have been working on this team for nearly a year. Charged with creating a document that clearly states vision and procedures for shared governance at Wichita State. Draft was sent to this group to gather feedback. Please email Julie or Matt directly with your feedback.

#### iv. Inclusive Excellence Working Group

1. This working group has been paused to allow for the DEI plans to move forward. The group may be reassembled in Fall 2021 once those DEI plans are in place.

## III. New Business for USS & UP Senates

### a. Speaker: Zach Gearhart, Director of Government Relations

- i. **Budget bills** – Legislative session is half complete, so we are less likely to see new bills that impact higher ed. As he mentioned last time, the proposed cut to higher education is only 5% compared to the 10% anticipated cut. The KS Senate committee voted for their budget bill. If passed on the floor, it would mean \$2.8 million to Wichita State from the State of Kansas. The House committee has not voted for their budget bill, so it is not clear what the final appropriations will be for higher ed until they work their budget next week.
- ii. **Pay Plan/deferred maintenance plan** – The governor's budget plan included a 2.5% pay raise for State employees, but the funds we get from the state do not account for this cost. It would result in a cut to our university budget to fund the pay plan. KBOR has expressed their interest in spending the funds on deferred maintenance since that is a priority on university campuses. Further conversations will occur in April/May.
- iii. **Federal stimulus impact** – WSU will be receiving our third round of HEERF funding. This funding must be used on operations related to COVID, and half must be used on direct

student aid. Unfortunately, the legislature looks at the total stimulus received without considering how we must use it. Some talk among conservative legislators about moving to send the stimulus money back to the federal government.

- iv. **Policy bills impact** – KS House voted to renew engineering expansion grant for another 10 years. Will be heard in Senate committee next week. Zach is feeling positive about this passing the Senate as well. The proposed SB 208 prohibiting biological males from participating in women’s sports would impact university athletics. Zach does not anticipate that being passed. HB 2058 would lower conceal carry age from 21 to 18. If passed, it would impact university policies.
- v. To read a more in-depth update and past updates, visit the WSU Government Relations webpage: <https://wsugovrel.wordpress.com/>.

**b. Speaker: Judy Espinoza, Executive Director of Human Resources and Dr. Marche Fleming-Randle, VP of Military and Veterans and Chief Diversity Officer – progress update and overview of DEI and DEI Workforce plans**

- i. Draft of the **DEI Workforce plans** were shared with this group. Dr. Fleming-Randle encouraged senators to take a deep dive into the document and provide our feedback. This plan is the result of multiple task forces, PET retreat, and much more shared governance work. Five primary goals that span the employment life cycle, from recruitment to succession. Each goal has a strategy and tactics, laid out in the document like the format of SEM. How can the senate help? Dr. Fleming-Randle will be sending out a document to all faculty and staff for additional feedback.
- ii. **Flexible working Arrangements** – Policy and guidelines updates were completed after feedback was received from employees. Some flexible arrangements were already occurring pre-pandemic (phased retirement); HR is developing materials and training for Flextime, Job-sharing, and Compressed work week. A senator requested guidance on how to back pedal on previously approved flexible work arrangements or for supervisors in offices where flexible work arrangements do not align with the office purpose. Judy shared that flexible work arrangements need to be part of the university work structure, but they may not make sense for every employee or every office. Another senator suggested that training related to compressed work week include how leave reports/time sheets are handled in those situations.
- iii. **Market-based compensation plan is nearing implementation phase.** Judy and her staff will be back on April 20 to give the senate a more in-depth overview. Communication Plan draft will be shared leading up to that meeting, too. HR will also conduct briefings for leaders and employees in May and June. Work will culminate in July 2021 with annual appointment notices.

**c. Shocker Support Locker – Payroll Deduction**

- i. After the Shocker Support Locker challenge with faculty this fall, there was a question about whether employees could contribute to the Shocker Support Locker through payroll deduction. This is possible and if every employee contributed \$1/month, we could raise \$1,400/month for the Shocker Support Locker.
- ii. The [Foundation website includes a WSU Gift Form/ Payroll deduction form](#) that employees can complete to donate to the Foundation account (211540) if they so choose.
- iii. Announcement will be submitted to WSU Today, and will be included in follow-up email to constituents.

**d. Meeting Structure Moving Forward**

- i. Senates discussed proposal (provided ahead of meeting) to move meetings to bi-weekly. There was widespread support for the change based on rationale provided from Trish and Gabriel. Some senators also expressed concerns that the increased time commitment could make it difficult to recruit and retain senators in the future. Discussions will continue at future meetings.

## IV. Committee Updates & Discussions

### a. Committees

- i. Awards/Recognition (Joint) & Staff Recognition Task Force**
    - 1. The Awards Committee received a total of 24 exceptional nominees for the President's Distinguished Service award: 19 UP and 5 USS. President Muma selected the Wayne Carlisle award honoree from the UP-honoree list and approved the Awards Committee's selected USS and UP honorees. Honorees will be recognized at the Shocker Pride event scheduled for April 23 from 2-3 p.m. All the award winners and those who nominated them have been notified of the selection. The following individuals were selected:
      - a. USS Distinguished Service Award Honorees: Catherine Childs, Angela Linder, Sheryl McKelvey
      - b. UP Distinguished Service Award Honorees: Aaron Austin, Carolyn Speer, John Jones
      - c. Wayne Carlisle Distinguished Service Award Honoree: Camille Childers
    - 2. Those nominated but not selected have also been notified of their nomination and received their nomination packet so they would know who nominated them.
    - 3. A big thank you to the Awards Committee for their work in advertising and encouraging nominations as well as taking the time to seriously consider each nomination during the review process.
  - ii. Communication and Website (Joint)**
    - 1. A webpage has been created for the Final Friday social events. Staff can see and sign-up to attend the upcoming events at [wichita.edu/finalfridays](http://wichita.edu/finalfridays).
  - iii. Election (USS) and (UP)**
    - 1. Request for nominations for new Senators will begin around the end of March.
  - iv. Organizational Governance (Joint)**
    - 1. No updates at this time.
  - v. Policy Review (Joint)**
    - 1. The committee reviewed and approved the following policies:
      - a. 3.15 Internal Dispute Resolution
      - b. 11.21 Issuance of Criminal Trespass Order
    - 2. We are currently reviewing policy 1.10 – Shared Governance
  - vi. Professional Development and Service (Joint)**
    - 1. 1<sup>st</sup> Final Friday event was held February 26, 18 people registered and 9 attended.
    - 2. 9 are registered for second event on March 26
      - a. We won't be doing a Murder Mystery – will send updates to Communications team ASAP.
    - 3. LinkedIn Learning Training/Overview went well, and the recording will be available soon.
    - 4. LinkedIn "Rock Your Profile" – March 30, 12-1 p.m. and led by LinkedIn Rep. Kim Kufahl will be sending out information. Please spread the word when you see it! Brian will coordinate with Trish/Kayla to get information in the post meeting email.
- b. Campus/University Business Meeting Updates**
    - i. AOC (UP Representative)**
      - 1. No updates at this time.
    - ii. Budget Advisory Committee (Joint)**
      - 1. Meeting scheduled for March 11.
      - 2. Sub-committee is reviewing strategic initiative funding proposals and will meet in the coming weeks to discuss proposals and work on recommendation for larger committee.
    - iii. Human Resources Meeting (Joint)**
      - 1. Made revisions to the remote work guidelines and are developing guidelines for three additional options for flexible work schedules: flex time, compressed work week and job-sharing arrangements.
      - 2. Overlooked the Workforce Diversity, Equity and Inclusion (DEI) plan. Invited Judy to attend upcoming Senate meeting to share with Senators.

- iv. Legislative Update (Joint)**
  - 1. The legislature passed a bill to provide \$100 million in loans to pay for high energy bills incurred by cities in the recent cold weather days.
  - 2. We won't know a lot about the budget until April or May when we know more about state tax revenues. February revenues did exceed the estimates.
  - 3. Zach Gearhart provides a written update to be shared the end of the week of each week. To read a more in-depth update and past updates, visit the WSU Government Relations webpage: <https://wsugovrel.wordpress.com/>.
- v. Library Appeals (Joint, Representative from Each Senate)**
  - 1. No updates at this time.
- vi. Parking Appeals (Joint, Representative from Each Senate)**
  - 1. Parking Appeals have stayed at a steady pace of about a handful a day. Most are still for parking in the incorrect lot or regarding the parking garage.
- vii. President Meeting (Joint with UP & USS Senate Presidents)**
  - 1. SGA President Rija Khan is having discussions with a regent and others on having no classes offered on election day. There are mixed feelings amongst leaders and faculty.
  - 2. WSU Foundation approved a loan to begin architectural design for Clinton Hall. Renovation would be funded partially by university, Foundation fundraising and student fees. If Foundation isn't successful in fundraising, fees would have to be reallocated and there would be a possible increase to student fees. Students were supportive of this in a past survey.
  - 3. Additions to RSC and Hubbard Hall have been put on hold.
- viii. RSC Board of Directors (Joint, Representative from Each Senate)**
  - 1. The RSC has expanded food service with the opening of spring semester. Events are beginning to be booked.
  - 2. The Pizza Hut is not performing financially, only about \$200/day in revenue versus Panda at \$5,000/day. Chartwells has suggested a plan that they call Student Choice to replace Pizza Hut. They would take ideas, then have a vote for what they like best. They would rotate the service each semester to keep everything fresh. Some ideas include, vegetarian/vegan, Indian, Mediterranean, etc. The food service would be provided by Chartwells. The board approved and it will be brought forward to the President's Executive Team for next steps.
  - 3. The RSC submitted the proposed budget for FY22 with an estimated reduction of income and expenses by \$214,444. The biggest revenue changes are within the Shocker Store due to the changing environment of textbooks.
  - 4. There are several million dollars in anticipated expenses and reinvestment for the building, including a new roof for the older part of the building. Approval for repairs will be brought to the board on an as-needed basis.
  - 5. There was brief discussion about the RSC expansion. Dr. Hall spoke with Dean Rodney Miller about the possibility of updating Wilner Hall and Duerksen Fine Arts Center to share with Student Affairs. This would save in building another theatre.
- ix. Traffic Appeals (Joint, Representative from Each Senate)**
  - 1. No updates at this time.
- x. UPS President's Council (UP) and USS President's Council (USS)**
  - 1. The UP and USS Councils held a joint meeting the beginning of March. We discussed plans for administering a satisfaction survey the spring of 2022. The sub-committee is currently reviewing the survey questions from last time and discussing if any questions should be removed and/or added. We also discussed the possibility of merging the two Councils, but no decisions have been made. Both Councils plan to continue the discussions and are considering having more joint meetings next year.

V. Ex-Officio Reports

- a. **Athletics**
  - i. No updates at this time.
- b. **Alumni Association**
  - i. No updates at this time.
- c. **Foundation**
  - i. No updates at this time.
- d. **President's Diversity Council**
  - i. No updates at this time.
- e. **Student Government Association**
  - i. Working to create a parking plan committee. Gabriel may be reaching out for staff senate volunteers to represent staff on that committee.

VI. As May Arise

- a. **Upcoming UP/USS Senate Meeting:**
  - i. 9:30-11 a.m. Tuesday, April 20, 2021
- b. **Upcoming "Speaking Freely on Freedom of Expression" Panel:**
  - i. 3:00-4:15 p.m. Wednesday, March 31, 2021
- c. **Professional Headshots available:**
  - i. Can be scheduled through Strategic Communications at [https://www.wichita.edu/services/strategic\\_communications/headshots.php](https://www.wichita.edu/services/strategic_communications/headshots.php)

VII. Adjourn