



# University Staff Senate Archives

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University Staff Senate

Academic year 2023-2024

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## Minutes of the Meeting of January 16, 2024

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**Additional information:** Archived in SOAR: Shocker Open Access  
Repository at: <https://soar.wichita.edu/handle/10057/25653>

# University Staff Senate

Agenda January 16, 2024 | 3:30pm-5:00pm | RSC 142 Harvest Room

## I. Call to Order

- a. Approval of November Meeting Minutes
- b. Committee Reports/Updates – Submitted in advance.

## II. New Business

- a. Campus Climate Presentation, Dr. Teri Hall
- b. Inclement Weather Policy
  - i. Discussion of concerns/potential issues with policy.
  - ii. Discussion of potential recommendations to submit to university administration.

## III. Old Business/Reminders

- a. Staff Professional Development Scholarship
- b. Non-Exempt Senator Vacancy
- c. Stock the Shocker Support Locker Working Group

## IV. Committee Updates - Provided in Advance

### a. Senate Committees

#### i. Awards and Recognition

1. We have received 6 nominations and will continue accepting nominations through January. Depending on the number, we may extend and accept nominations through February 9th. The committee is tentatively scheduled to meet February 7 to select nominees to move forward with. If deadline is extended, committee will reschedule our meeting to mid-February.

#### ii. Communication and Website

1. The Communications Committee is working with the Scholarship Committee and the Professional Development Committee to add new webpages to the website regarding their newest initiatives.

#### iii. Elections

1. No report.

#### iv. Policy Review

1. No report.

#### v. Professional Development and Service

1. Shocker STRIVE Conference
  - a. Friday, March 22nd
  - b. Sponsored by Division of Academic Affairs and Division of Finance and Administration.

- c. Registration will be open early February
- d. More details will be announced soon to campus community.
- 2. Kansas Leadership Center
  - a. The senate was approved for a Leadership Transformation Grant from the Kansas Leadership Center. Information regarding how to sign-up and access this opportunity is being discussed in collaboration with Human Resources and will be announced soon to the senate.
- 3. Spring Staff Social
  - a. The Professional Development and Service committee will be planning a spring social for all staff to attend. Dates and more information will be announced early February.

**vi. Ad Hoc Committee on Scholarships**

- 1. The University Staff Senate Scholarships Committee met and discussed the questions and concerns raised regarding the Professional Development Scholarship guidelines that were presented at the November meeting. Revised guidelines are being presented at the January meeting.

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

**i. Academic Forum**

- 1. Academic Forum met on November 29. Notes from the meeting are as follows.
  - a. Presentation about [Service-Learning at Wichita State](#), Chelsea Redger-Marquardt and Rhonda Lewis
    - i. Recruiting faculty who want to integrate Service-Learning into their courses. Faculty resources are available on the SL webpage (linked above).
    - ii. Working on new course attribute for sections with Service-Learning outcomes.
    - iii. Celebrating 10 years of Service-Learning at Wichita State.
  - b. Updates from the University Registrar, Gina Crabtree
    - i. Timeline and reminders regarding CIM Program Form and Catalog changes for the 2024-2025 academic year.
    - ii. New MS Team for Department Chairs being created to house resources relevant to the work chairs perform.
  - c. Blackboard Ultra Transition from Office of Instructional Resources (OIR), John Jones
    - i. An email from the Provost will go out in December to announce that the university will be transitioning from Blackboard Classic to Blackboard Ultra in

Summer 2024. Spring 2024 will be the last semester to use Classic. Instructors can choose to transition earlier by requesting an Ultra shell for Spring 2024.

- ii. In-person and on-demand training/resources will be made available during this transition period. Resources already available at [www.wichita.edu/Bbultra](http://www.wichita.edu/Bbultra).

**ii. Budget Advisory Committee**

1. No updates. The committee's first meeting is January 18.

**iii. Human Resources Meeting (Joint with Faculty Senate Reps)**

1. Notes from the December 11 meeting are as follows.
  - a. Some time was spent preparing for the university town hall that took place following this meeting.
  - b. We discussed the KLC Transformation Grants received by HR, KLC, and Fine Arts and desire/need to collaborate on allocation of seats for KLC programs.
  - c. There was discussion around policy 4.01, which impacts faculty.
  - d. HR provides updates on the prior work history collection process and next steps.

**iv. KBOR Briefing**

1. Any updates will be provided during the meeting.

**v. [Legislative Update](#)**

1. Any updates will be provided during the meeting.

**vi. President One-on-One**

1. No December meeting.
2. Notes from the January 11 meeting are as follows.
  - a. President Muma provided Jason and Kennedy with updates on KBOR/WSU funding that has been included in the first draft of the governor's budget, which includes additional funding for need-based aid, NISS, applied learning, cybersecurity, inflationary costs, deferred maintenance, career and technical education, and the downtown biomedical campus. It also includes a 5% merit pool for state employees (note: if approved, this would only provide a 5% pool for increases to position funded by SGF which would be insufficient for a 5% across the board raise). The budget is subject to legislative approval.
  - b. Jason and Kennedy had a brief discussion with President Muma about concerns that have been raised about the

new inclement weather policy and indicated that further feedback would be provided to administration once the staff senate has had a chance to review and discuss the policy.

**vii. Provost One-on-One**

1. Notes from the November 30 meeting are as follows.
  - a. Jason shared with Provost Lefever the vision and purpose for the Admins Coming Together initiative that senate has endorsed. Provost Lefever is supportive of this initiative.
  - b. Jason presented Provost Lefever with a proposal for a senate-hosted professional development conference. Provost Lefever agreed to financially co-sponsor the event with the Division of Finance and Administration.

**viii. RSC Board of Directors**

1. No report. The next board meeting is December 7.

**ix. Traffic and Parking Appeals**

1. No report.

**x. Library Appeals**

1. The Library Appeals Hearing committee met on December 7, with Denise Gimlin as chair, members Erin Shields and Anne Marie Brown. The committee reviewed two appeals for waiver or reduction of library fines/lost charges.

**xi. UPS/USS President's Council (KBOR)**

1. Any updates from the December meeting will be shared during the meeting.

**xii. VP of Finance & Administration One-on-One**

1. Notes from the November 30 meeting are as follows.
  - a. Jason presented Werner with a proposal for a senate-hosted professional development conference. Werner agreed to financially co-sponsor the event with the Division of Academic Affairs.

**xiii. PET & Constituent Heads**

1. The PET/Deans/Constituency Heads meeting was held on December 5. The majority of the meeting was spent engaging in a visioning exercise for the future of WSU, which was facilitated by the Public Policy and Management Center and College of Innovation and Design. The policies senate reviewed and are listed in the November meeting minutes were approved. Jason updated the group on senate activities including the success of

the fall social and planned spring activities including the professional development conference and a spring social.

V. **As May Arise**

VI. **Upcoming Meetings/Events**

- a. February Senate Meeting: Tuesday, February 20, 3:30pm-5:00pm, RSC 142 Harvest Room or  
<https://wichitastate.zoom.us/j/91383389036?pwd=VWhOdmpET2djWmNvWFU2NXlxdmI3QT09>
- b. Check the [Events Calendar](#) for upcoming events on campus.

## University Staff Senate

Agenda January 16, 2024 | 3:30pm-5:00pm | RSC 142 Harvest Room

**Senators in Attendance:** Courtney Lockhart, Emily Martin, Jennifer Nicholson, Kennedy Rogers, Marissa Kouns, Amy Belden, Amy McClintock, Anne Marie Brown, Denise Gimlin, Erin Shields, Jacob Mendez, JaNeshia Wilson, Jason Bosch, Johny Buchanan-Spachek, Kendra Nguyen, Krissy Archambeau, Lyndsay Pletcher, Matt Houston, Nathan Johnson, Pamela O'Neil, Rhenee Shenk, Sara Rue, Stacy Salters, Wendy Brooking, Will Fulls, and Vicki Forbes

**Senators Not in Attendance:** Akeila Wilson, Johny Buchanan-Spachek, Angela Linder, and Carrie Wyatt.

**Guests:** Fran Angell, Joe Dempewolf, Vanessa Souriya-Mnirajd, and Sadi Roberts.

### I. Call to Order

- a. Approval of November Meeting Minutes – approved by unanimous consent.
- b. Committee Reports/Updates – Submitted in advance.

### II. New Business

- a. Campus Climate Presentation, Dr. Teri Hall
  - i. Dr. Hall presented a new initiative on campus focused on addressing the WSU campus climate.
  - ii. There are currently 4 areas of focus that faculty and staff are encouraged to join workgroups for:
    1. Policies & Procedures
    2. Demographics & Belonging
    3. History & Traditions
    4. General Experiences
  - iii. Join the kick-off event on February 8<sup>th</sup> from Noon – 2 p.m. in the RSC Beggs Ballroom to learn more.
  - iv. Crystal Davis from University of Maryland will also be coming in February to do some implicit bias workshops for the campus community.
- b. Inclement Weather Policy
  - i. Staff senate discussed the WSU Inclement Weather Guidelines and Procedures and addressed any concerns that may have been brought up from staff. To learn more about the guidelines and procedures, [click here](#).
  - ii. If you have, any questions or concerns that you would like to share about this policy, please contact your Senator.
  - iii. Here are a brief outline of some of the concerns shared by senators:
    - a. Many students did not get a notice of cancellation or any updates from faculty regarding the status of their classes. How are we holding faculty accountable for holding classes if staff are required to work remotely. Some students said faculty are just cancelling classes and not holding them online without notice.

- b. Staff need to be aware the expectations that are being shared with faculty and what it looks like for them to cancel classes on inclement weather days.
- c. Staff senate was concerned about other staff that did not have access to laptops or internet at home to work remotely and the fairness of this policy.
- d. Staff senate had concerns about childcare and children making it hard for individuals to do their job remotely.
- e. One senator said they had three staff members reach out with concerns about the following:
  - i. 1) How are "essential" workers identified? There are the outlined ones, but the president's discretion, what goes into that decision?
  - ii. 2) If my job is not considered doable remotely on a regular day, why am I expected to figure out a way to do it remotely on inclement weather days?
- f. Those providing critical operations, are they compensated for the safety risk they take to come to the school?
- g. One senator said that previously - when WSU was closed due to inclement weather, those staff who were considered critical were additional compensated if they had to work while those not considered critical received a paid day off. Is this still the practice for critical employees?
- h. One senator said that she has had individuals reach out about concern of what staff does if do not have full remote access, do they get free day/inclement weather day/use vacation? They feel it seems very vague policy to go remote when not everyone can.
- i. Some staff feel obligated to come into the office physically regardless of the inclement weather day to get work done if they cannot work remote.
- j. The policy seems to be fine for those staff who already have remote work in their positions and not functional for people who cannot work remotely.
- k. Will these pressure departments to buy laptops for people who do not need them usually for inclement weather days.
- l. Some staff senators felt that the fact that we follow USD 259 when they cancel school while we still have to work does not align fully with how they understand the policy.
- m. Why are we the only regent institution that is going to remote while others are closing operations fully?
- n. If we are experiencing these challenges and frustrations, we can expect that the student experience be amplified. We know of students without the means to participate remotely.



- o. New or recently hired staff members may not have enough direction or understanding of their position to work at home yet.

### **III. Old Business/Reminders**

- a. Staff Professional Development Scholarship
  - i. Application will be electronic to streamline the process. More information will be shared to campus community soon.
  - ii. Will be looking into fundraising options to fund the scholarship.
- b. Non-Exempt Senator Vacancy
  - i. Email Jason Bosch if you are interested in nominating someone or would like to nominate someone.
- c. Stock the Shocker Support Locker Working Group
  - i. Looking to schedule one time meeting to make a plan on how to improve the shocker support locker challenge.

### **IV. Committee Updates - Provided in Advance**

#### **a. Senate Committees**

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