



# Unclassified Professional Senate Archives

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Unclassified Professional Senate

Academic year 2020-2021

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## Meeting of September 15, 2020 Minutes

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# USS & UP Joint Senate Meeting

9-11 a.m. September 15, 2020 via Zoom

## In Attendance:

**UP Senators** – Ellen Abbey, Brian Austin, Erin Shields, Aswini Kona Ravi, Shawn Ehrstein, Kayla Jasso, Denise Gimlin, Daraleen Estill-Matos, Amy Belden, Krissy Archambeau, Gabriel Fonseca, Shareika Fisher, Jeswin Joseph, Lucy Petroucheva, Julie Scott, Lisa Hansen, Angela Linder, Trish Gandu, Anetra Miller

**USS Senators** – Lisa Wood, Randy Sessions, Angie Linder, Matt Houston, George Corbin, Connie Basquez, Scott Williams, Sheryl McKelvey, Linda Claypool, Stacy Salters, Travis Dorion

**Guests** – Meredith Dwyer, Debbie Neill, Michelle DeHaven, Hannah Bates, Kelly Herzik, Sara Zafar, Krysti Carlson-Goering, Aleks Sternfeld-Dunn, Anne Marie Brown

## I. Call to Order

- a. Announcements or Proposals
- b. Minutes Approval Process – Electronic
  - i. Reminder that all senators should be voting on minutes through the electronic approval process.
  - ii. August minutes approved electronically prior to 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. Have not been included in any meetings but it was shared the Alumni Association and Student Affairs are working together to create safe and engaging events including virtual college reunions, “then and now” videos dedicated to each college to be shared on social media, lunch with college dean sessions and virtual trivia happy hours.

#### ii. Golden Inauguration Committee

1. Evites for the in-person event were finalized and sent out September 15. Strat Comm has been working hard on the Inauguration website and expects it to be live soon.

#### iii. Reintegration Working Groups

1. Currently testing a new 24/7 text messaging line for the Wichita State community to be able to ask questions about COVID and related resources. OneStop will oversee this service as part of our existing partnership with the Blackboard Call Center. Should be available in the next couple weeks.
2. A senator asked what entity is responsible for updating the COVID-19 Dashboard and noted that it has not been updated since September 4. The question will be addressed at the next reintegration meeting for clarification.

#### iv. Shared Governance Visioning Team

1. The Shared Governance Visioning Team has met and will be developing a draft update/revision to the Shared Governance Policy, including a purpose statement, definition, and principles. Later this semester, the draft will be shared with the Senates and with the President’s Executive Team for review/comment.

#### v. HR Service Recognition Task Force

1. See update under committee reports, Award/Recognition & Staff Recognition Task Force.

#### vi. Free Expression Working Group – Chicago Principles

1. The group thinks they need to come up with their own principles that are more applicable to our campus.
2. Final draft will be shared with Senate before approval.

**b. KBOR Update**

- i. Trish presented to KBOR last week on behalf of the UPS Council. Presentation focused on sharing who UP professionals are and the work we do and continuing to be mindful of morale among staff at all campuses.

**III. New Business for USS & UP Senates**

**a. Speaker: Sara Zafar, Title IX Coordinator, Institutional Equity and Compliance**

- i. New federal regulations require the university to update our policy to:
  1. Combine the students, faculty/staff, and visitor policy and procedures.
  2. Update definitions to align with the government regulations.
  3. Document the addition of a hearing process.
    - a. This is new for our institution. Wichita State has never used a hearing process for sexual assault or sexual misconduct in the past.
    - b. The process affords the opportunity for parties involved to have an advisor “cross examine” the Complainant and Respondent.
- ii. The office has been working to better communicate changes to their policies and procedures.
  1. University Title IX Town Hall is scheduled for 11 a.m. October 6 via Youtube Stream.
- iii. OIEC also provides resources for people involved to help possibly resolve situations outside of hearings.
- iv. Contact Sara with questions: sara.zafar@wichita.edu, 978-5177, Wichita.edu/oiec
- v. Trish and Randy will be attending meetings with consultants about Title IX assessment. They asked for senator feedback regarding Title IX campus-wide understanding of policy and procedure.
  1. A senator suggested asking for clarity on depth of mandatory reporting and how that relates to information among colleagues.
  2. Multiple senators expressed support for campus-wide implementation of Title IX training for all faculty, staff and students through an employee-driven joint awareness campaign from UP/USS and Faculty Senates.

**b. Speaker: Aleks Sternfeld-Dunn, Faculty Senate President**

- i. Faculty Senate’s primary possibility is taking care of curricular and policy issues related to faculty. Occasionally they are asked to consider policies that affect the entire university.
- ii. Main initiatives this year:
  1. Freedom of speech/expression policy – Weighing in specifically about what freedom of speech looks like in the classroom. It is the faculty’s responsibility to keep students engaged in a productive classroom environment while not infringing on one’s right of free speech.
  2. Harassment & Discrimination – Working to put together a group of faculty and staff to look at the culture and policies of harassment and discrimination at the university.
    - a. Trish asked for volunteers to email her directly if they are interested in serving on this committee.
  3. Chair/director search process – Will be evaluating chair and director search and election procedures and term limits across the university.
- iii. Contact Aleks if you have questions: aleks.sternfeld-dunn@wichita.edu

**IV. Committee Updates & Discussions**

**a. Committees**

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

1. Considering separate events by division held in Koch Arena.
  - a. Breakfast Reception during the day for 5-20 years of service.
  - b. Plated meal in the evening for 25+ years of service.
2. Planning committee incorporated feedback from UP/USS Senate and other parties, as well as social distancing measures, in the planning of celebrations.
3. Representatives will report back that senators support the plans.

- ii. **Communication and Website (Joint)**
    - 1. Working with Organizational Governance Committee on a Town Hall to discuss the possible Senate merge. Once details are confirmed we will post the information on the webpage, in WSU Today and draft an email to be sent out to constituents.
  - iii. **Election (USS) and (UP)**
    - 1. UP: No updates at this time.
    - 2. USS: No updates at this time.
  - iv. **Organizational Governance (Joint)**
    - 1. We are moving forward with hosting a virtual listening session over Zoom for staff to provide feedback, thoughts, comments, suggestions, ask questions, etc. about the Senate Merger. This will be done in September. Stay tuned for information about that.
    - 2. Sessions will be held virtually on September 28 at 9 a.m. and September at 4 p.m.
  - v. **Policy Review (Joint)**
    - 1. Reviewed Policy 3.47 – Discrimination Review Procedures for Students, Employees and Visitors. No recommended changes.
    - 2. Shared Policies 3.25 – Additional Compensation and 3.41 – Separation of Employment: changes made to procedures, not content, so only submitted to us for advisement.
  - vi. **Professional Development and Service (Joint)**
    - 1. Service: We will be moving forward with another donation drive for the Shocker Support Locker during the fall semester. Would like to approach as a competition (USS/UP vs. Faculty Senates) again like last year. Trish has emailed Aleks to see if they would like to participate again. Slated to occur in October-November; dates and wish list is being finalized.
    - 2. Professional Development: We would like to work on two items over our time this year:
      - a. Survey UP Staff regarding where we can fill in knowledge of gaps of current offerings as well as professional development needs
      - b. Elevate the partnership with LinkedIn Learning for all WSU Employees
- b. Campus/University Business Meeting Updates**
- i. **AOC (UP Representative)**
    - 1. No updates at this time. Next meeting on Friday, September 18.
  - ii. **Budget Advisory Committee (Joint)**
    - 1. No updates at this time. Will be meeting in September to plan for possible future cuts.
  - iii. **Human Resources Meeting (Joint)**
    - 1. Discussed awards and recognition
    - 2. Market-based compensation process will wrap up before the end of the calendar year.
      - a. HR intends to eliminate vanity titles as much as possible. Trish and Randy are advocating to keep vanity titles when they better communicate the work being done by the individual. HR is not sure if any vanity titles will remain due to the new job families and standardized position titles/descriptions.
    - 3. Open enrollment is approaching in October.
  - iv. **Legislative Update (Joint)**
    - 1. No updates at this time.
  - 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 has seen an increase in citations due to it being the beginning of the Semester. We have offered a lot of quizzes for it being the first time and have upheld numerous appeals. Everything should start slowing down within the next few weeks once students are acclimated to our policies and where they can park.

- 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. Enrollment continues to look good but won't know final numbers until later this fall.
  - 2. The Budget Advisory Committee will meet before then end of this month to begin planning for possible future cuts.
  - 3. University is offering a Voluntary Separation Incentive Program for Retirement (VSIP) to eligible employees. KU has done this multiple times and shared information about their process. Depending on the number of employees who elect to do this, university could save between \$3-7 million.
  - 4. President Golden has been invited to meet with the governor to share what WSU is doing and the impact we are making in our community.
  - 5. Innovation Campus consultant, Harlan Stafford, met with various groups on campus in June and President Golden has received a large report back with findings and recommendations. President Golden and Harlan are working to narrow it down to a dozen recommendations and number one is to hire someone with a commercial development real estate background. There is no funding to do this right now so other avenues are being explored.
- ix. **RSC Board of Directors (Joint, Representative from Each Senate)**
  - 1. Preliminary year-end financials were shared and discussed. The RSC is down only \$1,800 for fiscal year 20 due to the COVID closing. Year-end loss is better than expected. Dining Services agreed to waive commissions for April, May and June due to COVID stay-at-home order which created a savings. The RSC is open Monday – Saturday, 7 a.m.-9 p.m. and Sunday 1-5 p.m. Dining Services cut Starbucks hours and they now close at 7 p.m. Traffic is one-third of normal traffic for dining services. Meeting room use is light but are being sanitized after each use. RSC is not reporting any mask issues. Craig Stiers has been hired as the new Director of Plant Operations.
- 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: All campuses are open and adjusting classes and services as needed. Much of the discussion was about the KBOR presentation and finalizing talking points as well as discussing areas we want to focus our conversations on this year: dependent/employee tuition support, remote work policies and satisfaction survey planning.

## 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. Currently working on proposal to reform student fees allocation process.

## VI. As May Arise

- a. **Upcoming Meetings:**
  - i. 8-9 a.m. Monday, October 12, 2020 – Faculty/Staff Town Hall
  - ii. 9-11 a.m. Tuesday, October 20, 2020 – UP/USS Senate Meeting

## VII. Adjourn