

# FHSU STAFF SENATE

## Meeting Minutes

June 13, 2023

Forsyth Library 217 and ZOOM – 1:30 pm

- I. President Nicole Frank called the meeting to order at 1:31 pm
- II. Roll call of Members:
  - i. Per the attached Roll Call Register
  - ii. First meeting of the year
- III. Approval of Minutes:
  - i. A motion was made by Marine Kohl and seconded by Susan Relaford to approve the meeting minutes with corrections from May 9, 2023. The motion was carried.
- IV. Guests:
- V. Treasurers Report:
  - i. \$2,901.94 in the Foundation account for scholarships as of June 12, 2023
  - ii. \$722.80 in the OOE Budget account as of June 2, 2023
- VI. Social Report:
  - i. Tyler Marcotte will send out one card
  - ii. Thank you, card, passed around for President Mason for
    - i. Staff appreciation bags
- VII. Orientation Report from 4-30-23 to 5-27-23
  - i. No longer with FHSU: Mackenzie Relaford, Sandi Cook
  - ii. New to FHSU: Mary Cooper, Russell Grafel
  - iii. Promotions and job changes:
    - i. Promotions: David Bollig, Patricia Gerhardt, Alyxius Marina Torres
    - ii. Transfers: Shannon Zweifel
  - iv. Retirements: Santana Dechant, Wanda Jenicke
- VIII. Cabinet Update:
  - i. Cabinet didn't meet in May.

Detailed agendas and Summary Notes are available through the following links which can also be found in emails from Tara Garcia in the President's Office:  
PC users <\\ad.fhsu.edu\fhsudata\UniversityDocs\Cabinet>  
Mac users <smb://ad.fhsu.edu/fhsudata/UniversityDocs/Cabinet>

## IX. Other Reports

- i. Staff Senate Committees
  - i. Goals Committee (*Nicole, Misty, Jennifer, Tyler, Susan, Lisa*)
    - a. Sum up, the Goal committee could not look at the survey until it was released to all the schools, which was in November 2022. The Goal committee had 3 sessions for staff to be part of – 1 was in person, 1 was by zoom, and 1 was thru email.
    - b. Ultimate implementing different recommendations and the impact based on those goal setting sessions. That is how we came up with a final step and recommendations.
    - c. Finished the year with sharing with the ELT committee. President Mason agreed to fund a \$100 month staff member a month award.
    - d. Les will be taking over this committee
    - e. The biggest thing is to keep the momentum going with the survey numbers. Keep the hard work going.
  - ii. Events/Promotion Committee (*Pam, Susan, Lisa*):
    - a. No updates, the last Event that the committee did was the St. Patrick's scavenger hunt.
  - iii. Scholarship Committee (*Diana, Lacey, Pam*):
    - a. Received 2 applications and they were both funded.
- ii. KBOR Groups/Committees
  - i. UPS Council/USSC Joint Meeting (*Bob*)
    - a. K-State is the host school this year. Renee from K-State reached out to Jennifer to talk about the transition. Jennifer will be meeting with Renee next week to go over how we did things when we were the host school. Jennifer is not part of the committee anymore but is willing to help Renee out. The host school starts in August with monthly meetings. K-State will not have anything to until August or September.
- iii. University Committees
  - i. Library (*Bob*):
    - a. Noting to report
  - ii. Staff Development (*Bob*):
    - a. funded everyone that requested this year
- iv. Shared Governance
  - i. Faculty Senate:
    - a. No meeting since May
  - ii. SGA:
    - a. No meeting since May
  - iii. AAUP:
    - a. No meeting since May

- X. Old Business
- XI. New Business:
- i. Name plates are being made from card stock. Please make sure your name and department are correct on your paper today.
- XII. Fall Convocation Address:
- i. Spring 2023 Convocation: <https://www.fhsu.edu/convocation/spring-2023/>
    - i. Every convocation walked away from feeling more frustrated and demoralized. Last spring stopped counting at 30 awards for faculty and 2 awards for staff, who is convocation for. If staff are invited and welcomed, then staff should be recognized at convocation.
    - ii. Nicole is going to spend her summer trying to pay attention to and collecting stories from staff about the work they do in the summer and try to make them a part of convocation. Wants to share with President Mason how she feels about convocations and how others feel about it and work her and not against. If you will let Nicole to come, take pictures of what you do at your job.
- XIII. Committee Appointments for 2023-2024:
- i. Nicole is setting up teams for these committees to use. If you need directions can be sent out also. Important documentation needs to be saved on the N drive at the end of the year.
    - i. **Events/Promotion Committee:** *Staci Kinderknecht, Marnie Kohl, Ali Colwell*
    - ii. **Goals Committee:** *Les Mackey, Hannah Hearld, Tyler Marcotte, Brett Gerber, Marnie Kohl, Misty Koonse*
    - iii. **Recognition Committee:** *Hannah Hearld, Susan Relaford, Tyler Marcotte, Tobi Neuberger, Falyynn Rogers, Amy Richecky*
    - iv. **Scholarship Committee:** *Diana Staab, Tobi Neuberger, Raeleann Weigel, alternate - Tyler Marcotte*
    - v. **AAUP Representative/s:** *Nicole Frank*
    - vi. **Faculty Senate Representative/s:** *Nicole Frank*
    - vii. **KBOR USS/UPS Council Representatives:** *Nicole Frank, Marnie Kohl*
    - viii. **Student Government Association Representative:** *Les Mackey*
    - ix. **University Library Committee:**
    - x. **University Staff Development Committee:** *Bob Duffy, Kerri Schiffelbein, Raeleann Weigel*
    - xi. **University Support Staff Disciplinary Action Appeals:** *Diana Staab, Jennifer Whitmer, Misty Koonse, Tyler Marcotte*
- XIV. Miscellaneous

- i. Open discussion of concerns, issues, communication gaps, etc. –
  - i. Hiring out work – contract workers – Where does this money come from?
  - ii. Why was a notice not sent out about the fire in Gross? Everyone is okay, all the coaches have moved, and the cleaners are there working on the mess currently. The University Police Chief did reach out to all the staff and faculty that work in Gross when the fire happened.
  - iii. Workflex – Shannon has been trying to set up a meeting with Bob Duffy to go over a draft and wants some feedback. Les will be attending the June meeting for Cabinet.
  - iv. Jennifer has had a lot of phone calls and emails over the May meeting minutes
    - a. How do we make the staff a priority? What is it going to take? At the ELT meeting they were blind-sided with the topics. What are the pools to allow us to increase our wages. Can we see any changes? What option is there for us.
    - b. The budget meeting that Bob and Nicole were invited to only happens in the Spring. At the budget meetings they voted on items the committee thought were important.
      - a. Student wage increase to \$10/hour is not contingent upon enrollment.
      - b. Merit 2.5% which FHSU will match 2/3 so that all employees receive the 2.5% merit is not contingent upon enrollment.
      - c. Move to market -address those in the most need will depend on enrollment – up to \$1000 below market – Do you know what average they use for the move to market average? Is it state or national, etc.?
  - v. Let's not compare ourselves(staff) to faculty
- ii. Staff Appreciation –
  - i. Outgoing officers and senators. The choice to attend meetings, to work to improve conditions for staff members and to promote the Staff Senate is a real commitment of both time and energy. Staff Senate is the only organized body for staff representation in shared governance on campus, and it's vital that the senate be maintained. That cannot happen without senators, committee members, and officers.
  - ii. Jennifer has a lot of information and so does Misty. All staff have is the senate – making everyone aware of the pay that staff are getting.

XV. Next Meeting: Tuesday, August 8, 2023, at 1:30pm, Stouffer Lounge/Zoom.

XVI. Adjournment: A motion was made by Susan Relaford and seconded by Mark Grieve to adjourn the meeting at 2:30 pm. The motion was carried.

Respectfully Submitted,

*Diana Staab*

Diana Staab  
University Staff Senate Secretary



**Officers**

				Present?	Voting
President	Nicole Frank		UPS	Yes	Yes
President-Elect	Les Mackey		UPS	Yes	No
Secretary & Senator	Diana Staab		UPS	Yes	Yes
Past President	Bob Duffy		UPS	Yes	No

**Provost/Vice President of Academic Affairs**

		Term Ends		Present?	Voting
Senator	Amy Richecky	2024	UPS	Yes	No
Senator	Staci Kinderknecht	2024	UPS	No	No
Senator & Secretary	Diana Staab	2024	UPS	Listed Above	No
Senator	Misty Koonse	2024	UPS	Yes	Yes
Senator	Falynn Rogers	2025	UPS	Yes	No
1st Alternate	Les Mackey		UPS	Listed Above	Yes
2nd Alternate	Lacey Wegner		UPS	Yes	No
3rd Alternate					
4th Alternate					
5th Alternate					

Zoom

Zoom

**Vice President of Student Affairs/President's Office**

		Term Ends		Present?	Voting
Senator	Hannah Hearld	2024	UPS	No	No
Senator	Ali Colwell	2024	UPS	No	No
Senator	Tobi Neuburger	2024	UPS	Yes	Yes
Senator	Marnie Kohl	2025	USS	Yes	Yes
Senator	Brett Gerber	2025	UPS	Yes	Yes
1st Alternate					
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

**Vice President of Administration & Finance**

		Term Ends		Present?	Voting
Senator	Lisa Morgan	2024	USS	Yes	Yes
Senator	Susan Relaford	2024	UPS	Yes	Yes
Senator	Kerri Schiffelbein	2025	UPS	Yes	Yes
Senator	Raeleann Weigel	2025	UPS	Yes	Yes
Senator	Tyler Marcotte	2025	UPS	Yes	Yes
1st Alternate					
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

Senators Present

Alternates for Senators Present

Total Present

Need for Quorum

9 Quorum was Met

**Guests**

Mark Grieve

Anne Basgall

Ian Trevethan

Steve Reed

Tina Maier

Jennifer Whitmer

Sarah Nattier

Zoom

Jadyn Snyder

Zoom

Jan Schmidtberger

Zoom

D. Cox

Zoom

Ann Noble

Zoom

Haley Williams

Zoom