

FHSU STAFF SENATE

Meeting Minutes

March 8, 2022

Pioneer Room and Zoom Meeting-1:30 pm

- I. President Jennifer Whitmer called the meeting to order at 1:30 pm
- II. Roll Call of Members
 - a) **Present:** Nicole Frank, Staci Kinderknecht, Falynn Rogers, Liz Atwater, Jennifer Whitmer, Donna Augustine, Bob Duffy, Lacey Wegner, Tyler Marcotte
 - b) **Alternates:** Diana Staab, Lisa Morgan, Susan Relaford
 - c) **Absent:** Pam Groff, Ashley Parrott, Mark Grieve, Chris Feldt, Lisa Lang, Tobi Neuberger, Debbie Allen
 - d) **Guests:** Tanya Smith, Rachel Harman, Amy Gregg, Amy Richecky, Patricia Duffy, Tina Schiel, Donette Noble
- III. Guest Speaker: Donette Noble
 - a. Experiential Learning Grant- \$500 award. Some potential ideas for projects to do with students are recycling programs; grounds projects; literacy programs for area children; career preparation; park cleanups; partnership project with a community entity; program and or event planning; podcasts; research/data collection projects, etc.
- IV. Approval of Minutes:

Corrections:

 - I. New Business
 - b. Communications, Marketing & University Advancement/Information Technology/Library/Museum Senator- Vacancy
 - i. Lacey ~~Wagner~~ **Wegner** nominated herself and accepted the nomination to fill the vacancy.
 - ii. A motion was made by Lacey ~~Wagner~~ **Wegner** to elect Lacey ~~Wagner~~ **Wegner** to fill the vacant senator seat for the remaining term through 2023. The motion was carried.

A motion was made by Liz Atwater and seconded by Nicole Frank to approve the meeting minutes from February 8, 2022, as corrected. The motion was carried.
- V. Jennifer closed the polls for the Bylaws voting.
- VI. Treasurers Report:
 - a. \$703.40 in the Foundation account for scholarships as of February 7, 2022
 - b. \$1,423.18 in the OOE Budget account as of March 2, 2022
- VII. Social Report: Names passed onto committee
- VIII. Orientation Report: 1/23/2022 to 2/19/2022
 - a. No longer with FHSU: Kayla Alvis, Cindy Elliott, Pamela Hertzog, Tammy Bizzell, Adam Arnhold, Scot Morgan, Kelly Schmidt, May Schumacher
 - b. New to FHSU: Wendy Amrein, Wesley Wintch, Christopher Weigel, Laura Leiker, Byn Hafliger
 - c. Promotions and job changes: Maggie McCombs, Dane Lonnon, Melissa Bonilla, Miranda Bond, Britny Cox, Jacob Stutheit, Nathan Riedel

IX. Cabinet Update:

- a. Foundation- Alumni Association Homecoming Awards selection is in process
- b. Strategic Plan- Reports on year three are on the website and they are inviting all members of the university community to start sharing with the goal team co-chairs any ideas for year four strategies
- c. Dennis King discussed spring enrollment- down 6.8% on-campus and down 5.4% online, Fall 2022 applications are up compared to August of last year.
- d. SRP Season- Salina was larger than Hays this year.
- e. Facilities- Akers Energy Center is still scheduled to be completed by the June 1 deadline, Library Renovation- a consultant is now on board
- f. VSIP Program- All of those who applied have been notified. Dr. Mason stated this was a one-time program and will not be offered in the future.
- g. Associate Provost line will not be filled. Dr. Angela Pool-Funai will assume new roles and responsibilities as an Assistant Provost/Dean of the Graduate School.
- h. FHSU applied for SPARK funds of 6 million dollars to update the HVAC/Air conditioning system in Gross Memorial Coliseum
- i. FHSU homepage was updated and redesigned

X. Reports

- a) Staff Senate Committee
 - a. Bylaws Committee- Liz Atwater- will discuss under old business
 - b. Goals Committee- Staci Kinderknecht – nothing reported
 - c. Scholarship Committee- Jennifer Whitmer- nothing reported
- b) KBOR Groups/Committee
 - a. Satisfaction Survey Committee- This Will be sent out in April 2022.
 - b. UPS Council and USSC- January 18 – Jennifer reported
 - i. Jennifer reported to COPS in February just as a reminder of the upcoming climate survey
 - ii. Discussed each school's Senate year as we look to transition council members in the next few months
 - iii. ESU- currently in a presidential search and provost recently resigned. Senate is working with the interim president with employee morale boosters, currently going through a salary study with CBIZ
 - iv. K-State- new President started in February, discussions about inclement weather policy and communication as it wasn't executed properly in February
 - v. KU- discussing program discontinuation, which is 42 programs/certificates
 - vi. WSU- searching for a new Provost, also in the middle of a pay analysis
 - c. University Committees
 - i. Library- nothing reported
 - ii. Staff Development- Bob Duffy stated that amounts were awarded

XI. Old Business

- a. Vote on Bylaws-
 - i. 21 votes cast. 2/3 majority necessary for approval was 14. 20 votes in favor and 1 vote opposed. Proposed Staff Senate bylaws revised on 1/11/2022 were approved.
 - ii. Proof of Notification and certified results are attached.
- b. A motion was made by Bob Duffy and seconded by Donna Augustine to adopt the newly voted bylaws effective as of March 9, 2022. The motion was carried.

- c. Purchases for Senate- A motion was made by Liz Atwater and seconded by Nicole Frank to purchase an OWL camera/microphone system for Staff Senate meetings up to \$1,200. The motion was carried.

XII. New business

- a. No new business

XIII. Miscellaneous:

- a. April Senate meeting is elections. No voting via Zoom. If you're interested in running for a Senator, you must attend in person.
- b. To run for an Officer position at the May meeting, you must be a Senator.
- c. Foundation Giving Day. Staff Senate submitted a request for I Fed The Tiger campaign for the University Staff Scholarship. It was approved.
- d. Liz Atwater is attending Faculty Senate as our Representative.

XIV. Next Meeting Tuesday, April 12, 2022 Zoom and Pioneer Room- 1:30 pm

- XV. Adjournment: A motion was made by Bob Duffy and seconded by Susan Relaford to adjourn the meeting at 2:27 PM. The motion was carried.

Respectfully Submitted,



Liz Atwater
University Staff Senate Secretary

Proof of Notification

An email was sent to all staff in the Fort Hays State University Staff email distribution group on February 15, 2022, which included the date, time, and location for each member to vote. It also serves as proof that the Senate had made a responsible effort to individually inform each member of the electorate in writing per the current bylaws Article XI. Email correspondence is attached.

Date: March 8, 2022

Proposed Staff Senate By-laws revised on 1/11/2022

Election Auditors

<u>Nicole M. Frank</u> Name	<u>Diana Staab</u> Name
<u>Liz Atwater</u> Name	<u>Susan Reberford</u> Name

Election Results

Number of Electorate Signed in	<u>21</u>
Number of votes cast	<u>21</u>
2/3 majority necessary for approval	<u>14</u>
Yes votes received	<u>20</u>
No votes received	<u>1</u>
Ineligible ballots	<u>0</u>

The adoption of the proposed Staff Senate By-laws revised on 1/11/2022 has been Approved
(passed)

Verification

The election auditors listed above confirm the information stated above is true and correct.

<u>Nicole M. Frank</u> Signature	<u>Diana L. Staab</u> Signature
<u>Liz Atwater</u> Signature	<u>Susan Reberford</u> Signature

*This document shall remain with a copy of the meeting minutes.

Elizabeth Atwater

From: staffsenate <staffsenate@fhsu.edu>
Sent: Tuesday, February 15, 2022 2:36 PM
To: Staff
Subject: University Staff Senate Proposed By-laws

Staff Colleagues,

At the last meeting, held on February 8, 2022, the University Staff Senate Senators voted 13-0 to submit the proposed new by-laws to the electorate for consideration.

As a member of the Staff electorate, you are encouraged to vote to approve or reject the proposed by-laws on March 8, 2022, from 12:45 – 1:30 pm in the Memorial Union- Pioneer Room. The current by-laws and proposed by-laws are on the Staff Senate website: www.fhsu.edu/staff-senate. Voting must be conducted in person and by secret ballot. The proposed by-laws will be considered adopted if it is approved by a two-thirds majority of the voting electorate.

This email correspondence is considered proof that the Senate has made a responsible effort to individually inform each member of the electorate in writing as per the current bylaws Article XI. Amendments.

Please feel free to contact any of the Staff Senate Executive Officers with questions.

Thank you,

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