

FHSU STAFF SENATE

Meeting Minutes

October 11, 2022

Forsyth Library Room #217 and Zoom - 1:30 pm

- I. Past President Jennifer Whitmer called the meeting to order at 1:31 pm in President Bob Duffy's absence.
- II. Roll Call of Members:
 - a. Per the attached Roll Call Register
- III. Approval of Minutes:

A motion was made by Susan Relaford and seconded by Lisa Lang to approve the meeting minutes from September 13, 2022. The motion was carried.
- IV. Treasurers Report:
 - a. \$1,831.94 in the Foundation account for scholarships as of October 4, 2022
 - b. \$1,242.19 in the OOE Budget account as of October 4, 2022
- V. Social Report:
 - a. Past President Jennifer Whitmer sends cards out for births/deaths
 - i. Please let us know if there are any who should receive them
 - ii. Secretary Misty Koonse asked if anyone else would like to take this over – no volunteers
- VI. Orientation Report: 9/14/2022 to 9/17/2022
 - a. No longer with FHSU: Teresa Clouch, Rachel Harman, Haydee Reyes, Richard Feltenberger
 - a. New to FHSU: Heather Hampton (UPS), Tony Wilson (UPS)
 - b. Promotions and job changes: Angela Delzeit, Kelly Bradshaw, Michael Gabel
- VII. Cabinet Update:

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>

10/5/22:

 - a. Enrollment
 - i. Down slightly more than expected – online most concerning
 - ii. Out of state numbers are up
 - iii. On campus numbers are down 12%
 - iv. Hispanic enrollment is down
 - v. FHSU is working with a consultant to understand the data
 - vi. Retention is around 76% which is up 3% - this is good!
 - vii. Down across the board – not specific to certain programs or areas on campus
 - b. Faculty senate and AAUP are beginning to work on operationalizing Shared Governance

- i. President Mason noted that this is a complex issue and needs to start with these groups, but we will be brought in
- c. CAHSS Reorganization plan nearly approved
 - i. Provost Arensdorf held a special comment session on Oct. 10th
- d. Time and Leave Handbook language regarding holiday comp time has been updated
 - i. Use of comp time is encouraged before the use of vacation time
 - ii. Comp time use has been extended through the end of the fiscal year
 - iii. Unused comp time left at the end of the second to last pay period of fiscal year will be paid out on the last paycheck

VIII. Reports

- a. Staff Senate Committee
 - i. Goals Committee- President-Elect Nicole Frank
 - a) Goals will be heavily defined by the survey results
 - b) Past goals we've discussed
 - i. Increasing awards
 - ii. Flexible working schedules/environment
 - c) Nicole recruited more committee members
 - i. Current membership: Nicole Frank, Susan Relaford, Misty Koonse, Hanna Hearld, Tyler Marcotte, Lisa Morgan, Jennifer Whitmer
 - ii. Events/Promotion Committee – Pam Groff
 - a) Planning Halloween Costume Contest
 - i. Various prize donations received
 - ii. Various decorations purchased
 - iii. President Mason is providing cookies and punch
 - iv. 4 judges have been identified
 - v. The committee requested reimbursement of expenses totaling around \$21
 - a. President Bob Duffy is the budget authority, so Past President Jennifer Whitmer recommends that we table a vote for the November meeting
 - vi. Request to advertise contest in Tiger Daily and send email updates
 - a. Secretary Misty Koonse will take care of both
 - vii. A question came up as to whether outside businesses can provide prize donations
 - a. Executive team will follow up on university policies and procedures
- b. KBOR Groups/Committee
 - i. Satisfaction Survey Committee- Past President Jennifer Whitmer
 - a) Meeting later this week
 - b) Targeting a November 1st coordinated release date for all reports and loading the surveys onto the Staff Senate website
 - i. All 6 KBOR schools will send links to their website
 - c) The last bill to the Docking Institute has been paid
 - ii. UPS Council and USSC- Past President Jennifer Whitmer
 - a) KU is the host school and we haven't heard anything – has not met since August
 - a) Question was asked if there has been a COPS report
 - i. Past President Whitmer doesn't know, but to her knowledge there has not been a report

- b) KU and Docking Institute will be presenting survey results to KBOR
 - c. University Committees
 - i. Library- no report
 - ii. Staff Development
 - a) President Bob Duffy asked about mimicking Faculty Senate where more money is available for those presenting
 - b) It will be discussed by the committee
 - d. Shared Governance
 - i. Faculty Senate
 - a) CAHSS reorganization
 - i. Some changes were made to the plan last week based on feedback Provost Arensdorf received
 - ii. A special meeting was held yesterday to announce the revised plan before Provost Arensdorf sent it to KBOR
 - a. Plan is basically the same as what was previously announced with the exception of a couple department/school name changes
 - b. Provost Arensdorf addressed specific questions/concerns that came from the feedback and in person
 - c. The plan will now work its way through the KBOR approval process
 - 1. Council of Chief Academic Officers (COCAO) on October 19th
 - 2. Council of Presidents (COPS) – November at KBOR meeting
 - 3. Full Board of Regents – most likely in December (pending approvals at COCAO and COPS)
 - 4. rpk Group will present their findings to KBOR separately in December
 - iii. Conversations regarding leadership, duties, and title changes will start and continue until next contract year
 - iv. Nobody will be fired, but roles and responsibilities may change
 - v. The plan will be emailed out this week to CAHSS faculty/staff, Faculty Senate, SLT, AAUP, SGA, and Staff Senate
 - b) ESU situation
 - a. A lot of what is in the media is to stir drama and opinion
 - b. This is an Emporia issue only
 - c. 30 of the 33 employees released were tenured faculty members
 - d. 3 were staff
 - c) AAUP discussing defining Shared Governance with Faculty Senate and President Mason
 - a. President Mason wants to start with academic affairs and bring in Staff Senate and SGA as the conversation progresses
- ii. SGA
 - a) Fall Safety Walk October 13th at 8:00 pm

- iii. AAUP – no report
- iv. Question came up about having reps from Faculty Senate and SGA at our meetings
 - b) Executive team will remind President Bob Duffy to discuss at President's Roundtable

IX. Old Business

- a. President Bob Duffy is working on name placards
- b. Volunteers to serve as representatives to Faculty Senate, SGA, and AAUP
 - i. Please email President Duffy if interested

X. New business

- a. Election of Senator for SA/President's Office Management Area
 - i. Garrett McBlair self nominates for UPS role for 1 year term
 - a) Unanimous yes votes received for Garrett to be appointed as Senator
- b. Still looking for volunteers to serve as representatives to Faculty Senate, Student Government Association, and AAUP
 - i. Garrett McBlair volunteered for SGA
 - ii. Please email President Bob Duffy if interested
- c. Pam Groff questioned whether her Senate seat should still be under Student Affairs according to bylaws
 - i. Executive team will look at the timing of her job change in relation to the past election

XI. Miscellaneous:

- a. Thank you to Garrett McBlair for joining Staff Senate
- b. Discussed communication regarding meetings (calendar invites, emails, etc.)
- c. WorkFlex update
 - i. Discussed the lack of Staff Senate representation on the committee
 - ii. Secretary Misty Koonse was invited but later taken off due to too many from academic affairs
 - iii. There appears to be 2 staff members on the committee (Cindy Cline and Mark Griffin)
 - iv. Past President Whitmer recommended reaching out to Shannon Lindsey with questions and concerns
 - v. Past President Whitmer suggested that we ask President Bob Duffy to discuss our concerns at President's Roundtable
- d. More discussion regarding ESU situation
 - i. ESU does not have an AAUP chapter
- e. Staff Appreciation

XII. Next Meeting: Tuesday, November 8, 2022, at 1:30 pm, Stouffer Lounge in the Union and Zoom

XIII. Adjournment: A motion was made by Susan Relaford and seconded by Diana Staab to adjourn the meeting at 2:31 PM. The motion was carried.

Respectfully Submitted,



Misty Koonse
University Staff Senate Secretary

Officers**Present? Voting**

President	Bob Duffy		UPS	No	No
President-Elect	Nicole Frank		UPS	Yes	Yes
Secretary & Senator	Misty Koonse		UPS	Yes	Yes
Past President	Jennifer Whitmer		UPS	Yes	No

Provost/Vice President of Academic Affairs**Term Ends****Present? Voting**

Senator	Pam Groff	2023	UPS	Yes	Yes
Senator	Falynn Rogers	2023	UPS	No	No
Senator- seat ends 2023	Lacey Wegner	2023	UPS	Yes	Yes
Senator	Amy Richecky	2024	UPS	Yes	Yes
Senator & Secretary	Misty Koonse	2024	UPS	Listed Above	No
Senator	Staci Kinderknecht	2024	UPS	Yes	No
1st Alternate	Diana Staab		UPS	Yes	Yes
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

Vice President of Student Affairs**Term Ends****Present? Voting**

Senator	Ashley Moore	2023	UPS	Yes	No
Senator	Hannah Hearld	2024	UPS	Yes	Yes
Senator	Lisa Lang	2024	USS	Yes	Yes
Senator		2024			
Senator		2023			
1st Alternate	Tobi Neuberger		UPS	No	No
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

Vice President of Administration & Finance**Term Ends****Present? Voting**

Senator	Christopher Feldt	2023	UPS	No	No
Senator	Tyler Marcotte	2023	UPS	Yes	Yes
Senator	Lisa Morgan	2024	USS	Yes	Yes
Senator	Susan Relaford	2024	UPS	Yes	Yes
Senator- won't be filled until 2023 election					
1st Alternate	Mark Grieve		USS	Yes	No
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

Senators Present	11		
Alternates for Senators Present	2		
Total Present	13		
Need for Quorum	9	Quorum was	Met

Guests

- Crystal Hutchinson
- Garrett McBlair
- Anne Basgall
- Donna Augustine
- Ann Noble
- Latisha Haag
- Sarah Taggart
- Kelly Lagree