

FHSU STAFF SENATE

Meeting Minutes

December 12, 2023

Stouffer Lounge and Zoom – 1:30pm

- 1) President Nicole Frank called the meeting to order at 1:30 pm
 - President Nicole Frank shared the following announcements:
 - i) Resignation
 - (1) Staci Kinderknecht resigned from her Senate seat after the last meeting; Lacey Wegner will move into her spot as a senator.
 - ii) How we conduct business and how we treat one another
 - (1) President Nicole Frank shared that our meetings have been running long, and that some senators have reached out to her about persistent negativity. She announced meeting changes congruent with Robert’s Rules of Order, to foster a more productive, positive environment.
 - iii) Petition
 - (1) President Frank then addressed the petition sent to her by two senators and one staff member. She reminded senators to consider process when engaging in senate business.
- 2) Roll call of Members
 - Per the attached Roll Call Register
- 3) Approval of November meeting minutes:
 - A motion was made by Susan Relaford and seconded by Ali Colwell to approve the November 14th meeting minutes. The motion was carried.
- 4) Guests:
 - Administration & Finance: Wesley Wintch
 - i) Thank everyone who had a hand in the Move to Market on the payroll 24th of December.
 - Faculty Senate: Elodie Jones
- 5) Treasurers Report
 - Foundation report \$2,639.54 (as of 10-31-23)
 - OOE report \$1251.00 (as of 11-30-23)
- 6) Social Report – one card was sent out.
- 7) Orientation Report from 10-28-23 to 11-25-23
 - No longer with FHSU: Courtney Victoria

- New to FHSU: none
- Job changes: Derek Johnson, Baron Green
- Retirements: none

8) Cabinet Update:

- Cabinet met November 22nd.

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>

- There was significant discussion about Program Review.

9) Other Reports

- Staff Senate Committees (chair in bold)

i) Goals Committee (**Les Mackey**, Hannah Hearld, Tyler Marcotte, Brett Gerber, Marnie Kohl, Misty Koonse)

(1) Talked about the Beautification award that was brought up last meeting. There is the Les and Elizabeth Griffin Outstanding Service Award already which does cover facilities, custodial, grounds, and food service.

(2) Second read on five new annual awards they are proposing. Will vote on in the New Business.

ii) Recognition Committee (**Hannah Hearld**, Susan Relaford, Tyler Marcotte, Tobi Neuberger, Falyynn Rogers, Amy Richecky)

(1) Met every month, just collect new dominations every two months.

(2) The committee met to select the December SMTM award recipient.

iii) Events/Promotion Committee (**Misty Koonse**, Staci Kinderknecht, Marnie Kohl, Ali Colwell)

(1) 52 entries for the doors/ windows, 4 groups judging, and winner will be announced December 15th. Will hand deliver certificates to winners the week after.

(2) Staff Social December 19th in the Ball Room, sponsored by the Office of the Provost, and Staff Senate, ugly Christmas Sweater encouraged.

(3) The Student Engagement Office has offered to host the Spring Social. If your office or department would like to host a staff social, please let Stacie know.

iv) Scholarship Committee (**Diana Staab**, Tobi Neuberger, Raeleann Weigel, Kerri Schiffelbein, Tyler Marcotte)

(1) The committee will not meet until early January if we receive any applicants.

- KBOR Groups/Committees

i) UPS Council/USSC Joint Meeting (*Nicole Frank, Les Mackey, Marnie Kohl*)

(1) There was discussion about compensation and move to market, big issue with all the schools. CBIZ as a vendor and questions about what the state uses, for market

comparisons. A question is what does the State of Kansas use as a vendor for market comparisons? K-State President was willing to find out.

- University Committees
 - i) Library (*Lacey Wegner*)
 - (1) Have not met
 - ii) Staff Development (*Bob Duffy*)
 - (1) January 1st will be the new upgrade \$800 to \$1000, applications that have been received will be grandfathered into those new rates.
- Shared Governance
 - i) Faculty Senate (*Nicole Frank, Brett Gerber*)
 - (1) SGA President Ella Burrows reported there would be a Grad Student Seat beginning Spring semester.
 - (2) Faculty Senate encouraging for staff nominations for Staff Member of the Month
 - ii) SGA (*Les Mackey*)
 - iii) AAUP (*Nicole Frank*)
 - iv) Updates from President Mason (*Nicole Frank*)
 - (1) President Mason asked to reiterate two things:
 - (a) Move to Market is firm and is not changing.
 - (b) Her priority is to avoid furloughs.
 - v) University Support Staff Disciplinary Action Appeals (*Jennifer Whitmer, Misty Koonse, Tyler Marcotte, Marnie Kohl*)
 - (1) Nothing

10) Unfinished Business

- Compensation committee
 - i) Bob Duffy will chair this committee and Kerri and Diana expressed interest on being on the committee. Anyone else that would like to be on the committee.
- Would like to get a motion to approve the Committee Appointees for 2023-2024 year. Kerri Schiffelbein made a motion and was seconded by Susan Relaford to approve the Committee Appointees for 2023-2024 year. Motion passed.
- Five new annual awards for staff
 - i) Amy Richecky made a motion to approve and was seconded by Raeleann Weigel. Motion passed.
- Idea of a professional development day for staff:
(KU example: <https://humanresources.ku.edu/staff-leadership-summit>)
 - i) Motion was made by Kerri Schiffelbein and seconded by Raeleann Weigel to take the idea of a Professional Development Day for Staff to Cindy Cline. Motion passed.

11) New Business

- Staff Member of the Month: Christopher Hunt

12) Miscellaneous

- Updates
- Reminders:
 - i) **February 1:** Staff Development Applications DUE (next deadline is April 1)
 - ii) **Holiday shutdown:** University closed December 25-January 1 (Staff do not have to take their vacation time or discretionary days.)
 - (1) All the University Presidents are wanting to have this as a permanent thing, but they do have to get approval each year.
- Open discussion of concerns, issues, communication gaps, etc.
 - i) Library Renovation – is on schedule waiting for construction bids to come in and be accepted.
- Senator Appreciation: Want to Thank the Executive Team for meeting with Nicole and helping come up with ideas for the meetings.
- Next Meeting: Tuesday, January 9, 2024, at 1:30pm, Stouffer Lounge and Zoom.

13) Adjournment: A motion was made by Susan Relaford and seconded by Lisa Morgan to adjourn the meeting at 2:21 pm.

Respectfully Submitted,

Diana Staab

Diana Staab
University Staff Senate Secretary

December 12th, 2023

Officers

				Present?	Voting
President	Nicole Frank		UPS	Yes	Yes
President-Elect	Les Mackey		UPS	Yes	Yes
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	Yes
Senator	Lacey Wegner	2025	UPS	Yes	No
Senator & Secretary	Diana Staab	2024	UPS	Listed Above	
Senator	Misty Koonse	2024	UPS	Yes	Yes
Senator	Falynn Rogers	2025	UPS	No	No
1st Alternate					
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

Zoom

Vice President of Student Affairs/President's Office

		Term Ends		Present?	Voting
Senator	Hannah Hearld	2024	UPS	Yes	
Senator	Ali Colwell	2024	UPS	Yes	Yes
Senator	Tobi Neuburger	2024	UPS	No	No
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 Schffelbein	2025	UPS	Yes	Yes
Senator	Raeleann Weigel	2025	UPS	Yes	Yes
Senator	Tyler Marcotte	2025	UPS	Yes	Yes
1st Alternate	Mark Grieve			Yes	No
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

Senators Present

Alternates for Senators Present

Total Present

Need for Quorum	9	Quorum was	Met
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Guests

Darin Staab
 Keri Relaford
 Anne Basgall
 Anna Towns
 Wesley Wintch

Shannon Lindsey
 Lacey Wegner
 Kyrsten Feik
 Edward Ano
 Michael Fabin
 Mark Orth
 Ramya Muvva

Zoom

Miranda Schmeidler
Johnae Robles
Melissa Mayers
Britny Cox
Heather McWhirter
Cindy Weigel
Jennifer Whitmer
Maggie McCombs
Heather Kuhn
Kristen Pfeifer
Terry Pfeifer
Jordan Munsch
Craig McGuire
Sheila McGuire
Shawn Hammerschmidt
Amy Gregg

Ann Noble
Vivian Zimmerman
Kelly Lagree
Sara Teeter
Doug Storer
Carrie Lane
Madisyn Green
Graham Dixon
Patricia Duffey
Shelley Bryant
Amber Kincaid
Kevin Burd
Baron Green
Brenda Hampton
Scott Cason
Bonnie Werth