

## FHSU STAFF SENATE

### Meeting Minutes

May 14, 2024

Stouffer Lounge and Zoom – 1:30 pm

- 1) President Nicole Frank called the meeting to order at 1:31pm
- 2) Roll call of Members
  - a) Per the attached Roll Call Register
- 3) Approval of April meeting minutes
  - a) A motion was made by Falynn Rogers and seconded by Kerri Schiffelbein to approve the April 9<sup>th</sup> meeting minutes. The motion was carried.
- 4) Guests:
  - a) Staff Member of the Month recipient
    - i) Jackie Gottschalk
  - b) Administration & Finance: Wesley Wintch
    - i) Wesley shared that the state budget is still in omnibus, as the governor called everyone back for a special session. Our 2024-2025 tuition and fees go to KBOR for first read tomorrow, and second read in June. We are hoping to see the 2.5% merit increase approved, but that is not final. VP Wintch expressed appreciation to staff for their help with Commencement, noting that this event requires evening and weekend help. He shared updates on some major construction projects that will pick up speed now that it's summer and expressed appreciation for our construction crews for their contributions to this work.
  - c) Faculty Senate: Elodie Jones
    - i) Elodie was not at this meeting.
- 5) Treasurer Report
  - a) Foundation report \$2001.96 (as of 3-31-24)
  - b) OOE report \$1155.40 (as of 5-2-24)
- 6) Social Report
  - a) Tyler sent one card out.
- 7) Orientation Report from 4/14/2024 - 4/27/2024
  - a) No longer with FHSU: none
  - b) New to FHSU: Dustin Rupp, Rhonda Brown, Staci Kessinger
  - c) Job changes: none
  - d) Retirements: none

8) Cabinet Update:

- a) Cabinet met on April 24<sup>th</sup> – following is what President Frank shared at the cabinet meeting.
  - i) Nicole shared the Staff Member of the Month for May is Jackie Gottschalk.
- b) Notable items:
  - i) Dennis King reminded everyone to be welcoming to prospective students and families as they visit campus. He shared the story of a student who ultimately decided to come to FHSU because a grounds crew member mowing the lawn smiled at her, and she decided that this was the place to be. Enrollment is down 4% overall.
  - ii) The Foundation encourages anyone traveling who is willing to talk to donors to reach out. Faculty and staff can be powerful.
  - iii) The Alumni Association is hosting several events throughout the summer and shared some dates and details on these through Homecoming weekend in October. Some events require registration, so be sure to check the site.
  - iv) Provost Jill Arensdorf shared updates on the review of the five programs, and she will be sharing with KBOR in May and June. Details can be found at [https://www.fhsu.edu/academic/provost/accreditation/final-fhsu-2023-assurance\\_argument.pdf](https://www.fhsu.edu/academic/provost/accreditation/final-fhsu-2023-assurance_argument.pdf)
  - v) Kristin Herl in University Marketing shared updates on program update videos and asked that program updates be sent in as soon as possible. We are trending 4% higher than last year, in leads.
  - vi) President Mason shared details on our proposed 6% tuition/2.3% fee increase, as well as branding renderings for the affiliate schools, NWKTech and NCKTech.
- c) Detailed Agendas and Summary Notes are available through the following links:
  - i) PC users <\\ad.fhsu.edu\fhdata\UniversityDocs\Cabinet>
  - ii) Mac users <smb://ad.fhsu.edu/fhsudata/UniversityDocs/Cabinet>

9) Other Reports

- a) Staff Senate Committees (*Committee members listed below are those continuing on the senate for 2024-2025. Committee membership for the new year is yet to be finalized in terms of new senators being added and continuing senators choosing which committee/s they want to serve on, for 2024-2025. Remaining committee chairs are in bold.*)
  - i) Goals Committee (**Les Mackey**, Tyler Marcotte, Brett Gerber, Marnie Kohl)
    - (1) Les shared that he had received feedback on the five annual staff award application forms from a few people and noted that Faculty Senate President Elodie Jones had recommended we keep the application process simple.
  - ii) Recognition Committee (Tyler Marcotte, Fallynn Rogers)
    - (1) The committee already selected June and July recipients and these will be announced at the June meeting, as we don't meet in July.
  - iii) Events/Promotion Committee (Marnie Kohl)

- (1) There will be a summer staff appreciation event on June 18<sup>th</sup>. Please RSVP to the Outlook invite you receive.
  - iv) Scholarship Committee (*Diana Staab, Raeleann Weigel, Kerri Schiffelbein, Tyler Marcotte*)
    - (1) The Committee will be reviewing spring applications soon.
  - v) Compensation Committee (*Bob Duffy, Kerri Schiffelbein, Diana Staab*)
    - (1) Bob shared that the committee had assembled all materials related to compensation this year into one binder, and he would send a digital copy to the executive team.
- b) KBOR Groups/Committees
- i) UPS Council/USSC Joint Meeting (*Nicole Frank, Les Mackey, Marnie Kohl*)
    - (1) Nicole shared that we had mockup logos for our Fort Hays Tech-Northwest affiliate institutions. These will be shared publicly only after they are finalized. Also, the KBOR Staff Satisfaction Survey is currently being revised and will be sent out again in 2025 (every three years).
- c) University Committees
- i) Library (*Lacey Wegner*)
    - (1) Lacey shared that this committee has been put on hold until after the library renovation.
  - ii) Staff Development (*Bob Duffy*)
    - (1) Bob said that everyone who applied was approved for full funding, and he would send a blurb to Diana, with numbers.
- d) Shared Governance
- i) Faculty Senate (*Brett Gerber*)
    - (1) Bob attended on behalf of Brett. The Senate approved their resolution to support staff compensation discussions.
  - ii) SGA (*Les Mackey*)
    - (1) No update
  - iii) AAUP (*Nicole Frank*)
    - (1) No update
  - iv) Updates from President Mason (*Nicole Frank*)
    - (1) None beyond what has been shared from VP Wintch
  - v) Updates from SLT/Budget Committee (*Nicole Frank*):
    - (1) The Budget Committee concluded their meetings for this year. Overall, the legislative session was successful for FHSU. We expect to get everything we asked for, other than the 5% merit. State employees will get 5%, but KBOR school employees will receive a 2.5% pool.
  - vi) University Support Staff Disciplinary Action Appeals (*Jennifer Whitmer, Misty Koonse, Tyler Marcotte, Marnie Kohl*)

(1) Nothing to report

10) Unfinished Business

a) Goals Vote

- i) A motion was made by Raeleann Weigel and seconded by Richard Weber to approve the revised goals. The motion was carried.

11) New Business

a) Dates of 2024-2025 Meetings (all Pioneer, except where noted)

- i) June 11, 2024
- ii) August 6, 2024 (note that this is 1<sup>st</sup> week of month)
- iii) September 10, 2024
- iv) October 8, 2024
- v) November 12, 2024
- vi) December 10, 2024
- vii) January 14, 2025
- viii) February 11, 2025 (Stouffer Lounge)
- ix) March 11, 2025
- x) April 8, 2025
- xi) May 6, 2025 (note that this is 1<sup>st</sup> week of month)

b) Officer Elections

- i) There are no candidates for President-Elect. This seat can be filled at any time.
- ii) There was only one candidate for Secretary: Diana Staab. A motion was made by Patricia Duffey and seconded by Nikki Houchen, to cast a unanimous ballot (verbal affirmation) for Diana. The motion was carried.
- iii) There was discussion about the idea of senator-at-large seats that President Frank previously shared, from USS/UPS Council. We could elect one of these seats to the President-Elect, but we would first need to amend the bylaws to create these seats.

c) Shared Governance Document

- i) This meeting is our first read on this document, but we won't vote on it until fall. This vote will be coordinated among the 2024-2025 shared governance leaders. Please direct feedback on this document to 2024-2025 Staff Senate President Les Mackey.

12) Miscellaneous

a) Updates

- i) Staff professional development

b) Reminders:

June 18<sup>th</sup>: Staff Appreciation event on Quad. 11:30am-2:00pm. Lunch provided. See email and invite from Janette Meis. Please RSVP, so appropriate catering can be arranged.

c) Open discussion of concerns, issues, communication gaps, etc.

- i) With time left on the clock, Bob Duffy suggested we elect a senator for the open seat in Administration & Finance. A motion was made by Kimberly Cebula and seconded by Kerri Schiffelbein to cast a unanimous ballot (verbal affirmation) to elect Mark Grieve to the vacant seat. Motion passed.
- d) Senator Appreciation: 2023-2024 Senate
  - i) This is last meeting for President Frank, wanted to thank all the senators for the opportunity to be the president of staff senate.
- e) Next Meeting: Tuesday, June 11, 2024, at 1:30pm, Pioneer Room and Zoom.

13) Adjournment. A motion was made by Bob Duffy and seconded by Kim Cebula to adjourn the meeting at 2:22pm. The motion was carried.

Respectfully Submitted,

*Diana Staab*

Diana Staab  
University Staff Senate Secretary

5/14/2024

**Officers**

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

**Provost/Vice President of Academic Affairs**

		<b>Term Ends</b>		<b>Present?</b>	<b>Voting</b>
Senator	Falynn Rogers	2025	UPS	Yes	Yes
Senator & Secretary	Diana Staab	2025	UPS	No	No
Senator	Kelly Lagree	2026	UPS	Yes	Yes
Senator	Ian Trevethan	2026	UPS	Yes	Yes
Senator	Lacey Wegner	2026	UPS	Yes	No
1st Alternate	Lei Wang			No	No
2nd Alternate	Patricia Duffey			Yes	Yes
3rd Alternate					
4th Alternate					
5th Alternate					

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

		<b>Term Ends</b>		<b>Present?</b>	<b>Voting</b>
Senator	Marnie Kohl	2025	USS	Yes	Yes
Senator	Brett Gerber	2025	UPS	Yes	Yes
Senator	Kimberly Cebula	2026	UPS	Yes	Yes
Senator	Nikki Houchen	2026	UPS	Yes	Yes
Senator	Erica Meneses	2026	UPS	No	No
1st Alternate					
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

**Vice President of Administration & Finance**

		<b>Term Ends</b>		<b>Present?</b>	<b>Voting</b>
Senator	Kerri Schiffelbein	2025	UPS	Yes	Yes
Senator	Raeleann Weigel	2025	UPS	Yes	Yes
Senator	Tyler Marcotte	2025	UPS	Yes	Yes
Senator	Richard Weber	2026	UPS	Yes	Yes
Senator		2026	UPS		
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

Heather McWhirter  
Tiffany Weber  
Misty Koonse  
Amy Richecky  
Sarah Patterson  
Ann Noble  
Terry Pfeifer  
Shelley Bryan  
Graham Dixon  
Mark Orth  
Baron Green  
Doug Storer  
Carol Solko-Olliff  
Shawn Hammerschmidt

Sara Teeter  
Katie Lunsford  
Britny Cox  
Karen McCullough  
Carrie Lane  
Roger Weigel  
Alyssa Balandran  
Sara Dreher  
Anna Towns  
Hannah Herald  
Wesley Wintch  
Jaqueline Gottschalk  
Mark Grieve  
Graham Dixon