

Unclassified Professional Staff Senate Meeting Minutes
October 4, 2023

Call to Order and Welcome:

Past-President Tammy Higgins called the meeting to order at 2:00 p.m.

Reading of the September 6, 2023 minutes. Motion to approve by Rachel Schenker, seconded by Luecrista Haraughty.

Treasurer's report was presented. There have been no applications to use funds as of this date. There are 9 awards of \$200 available.

Ex-Officio Reports:

Student Government report: none

Faculty Senate President report (Rebeca Book):

1. Still working through the Pitt Pathway Program back to General Studies as is required by KBOR.
2. At the next meeting, Melinda Roelfs will be giving standardization and Heather Eckstein will present on Navigate and advising.

Unclassified Support Staff report (Cindy VanBecelaere):

1. They are working to increase membership. With new employees being hired as UPS, it has been a challenge.
2. The bylaws are being amended to reflect changes.
3. USS discussed the possibility of joining with UPS at their last meeting. There was mixed response as some are concerned about USS losing their voice on campus.

University Leadership Team Liaison report (Dr. Howard Smith):

1. There are many projects in the works. Strategic initiatives are being tracked.
2. Gorilla Rising is close with the majority of funds identified. There is a possibility that the Colonial Fox Theatre will be signed over to PSU which would transfer into historical tax credits.
3. The Kansas Bureau of Investigation will be temporarily located in the old Polymer Research Center.
4. Commencement update – Ceremonies were moved to the Bicknell Center based on requests and each graduate would be allowed five guests. After conversations with SGA representatives, the ceremonies were moved back to the Weede with modifications. Ceremonies will be a combination of traditional commencement and post-pandemic ceremonies.

Old Business: none

Committee Reports:

1. Parking Committee – No report, a meeting is scheduled for later in October.
2. Sustainability Committee – No report. It was noted the office is close to moving into the Overman Student Center.

3. Employee Initiatives – No report.
4. Satisfaction Survey – No report.
5. Elections – No report.
6. Bylaws – No report.
7. Professional Development – No report.

New Business:

1. Areas of focus:
 - a. Dr. Greg Belcher and Justin Edge are working to create a survey that will allow for anonymity.
2. Senators:
 - a. Natalie Cullen will fill one of the vacancies for the Presidents Division 2 cohort. The senate still needs one other representative from this division.
 - b. If the vacancy cannot be filled, an at large member may be selected to maintain a full senate.
3. UPS/USS merging:
 - a. Senators were asked to vote anonymously if they are in favor of joining with USS.
 - b. An issue identified was with who will serve as the representative with leadership.
4. Guest Speaker – Jamie Brooksher on Employee Initiatives:
 - a. Jamie shared that the Employee Initiatives committee came from the Transition Advisory Committee and also as a result of the Satisfaction Survey subcommittee's response to administration of employee needs. It has good representation from UPS and other campus groups.
 - b. Four subcommittees were formed – Onboarding/Offboarding; Kudos & Recognition; Professional Development; and Merit.
 - c. Onboarding/Offboarding is working to create a new employee guidebook and a standard onboarding list for supervisors to create consistency among new hires.
 - d. Kudos & Recognition hosted Food Truck Friday. They are also working on service awards, VOYA awards, and the Gorilla high five.
 - e. Professional Development is working to create opportunities and provide an all-encompassing calendar. They are also implementing LinkedIn Learning on a 1-year trial through funding from the university cabinet. The platform will offer a wide variety of opportunities for professional development.
 - f. Merit has made the recommendation for professional development to tied to annual performance evaluations. They are also focused on employee wellness.

After no further business, a motion was made by Josh Letner to adjourn and seconded by Eva Sager. The meeting adjourned at 2:56.

Respectfully submitted,

Amanda Hill, Secretary