

University Support Staff Meeting Minutes

October 12, 2022

I. Call to order

Cindy VanBecelaere called to order the regular meeting of the University Support Staff at 1:30pm on 10/12/22 in the Meadowlark room of the OSC.

II. Attendees

Senators – Barb Barto, Terri Blessent, Tess Carl, Kevin Elrod, Amy Gideon, Michelle Hensley, Woody Lopez, Tonya Pentola, Sara Sullivan, Cindy VanBecelaere, Stephanie Willis, Heather Winzer. Guests - Steven Erwin, Student Life, and Tammy Higgins, UPS President.

III. Approval of August minutes – Accepted.

IV. Treasurer’s Report – No expenditures, accepted.

V. Other University Reports

- a. Unclassified Professional Senate President –Tammy Higgins.
- b. Faculty Senate President – Karen Johnson, unable to attend.

VI. President Meeting – Diane will begin meeting with the president on a monthly basis.

VII. Committee Reports

- a. Elections: 3 positions open
- b. Public Relations: Kevin Elrod, cabinet in Whitesitt has been updated.
- c. Welcoming Committee: Diane Letner – unable to attend
- d. Parking Committee: Cindy VanBecelaere, they have not met yet
- e. Board of Governors: Sara Sullivan, no meeting until 10/14/22
- f. Strategic Planning Committee: Terri Blessent – not meeting at this time.
- g. Information Technology Council: Michelle Hensley,
 - o New SIS should begin 23WF & complete by 25WF, best case; “How is GUS Classic being used?” Will be going out to departments soon; DUO, the multifactor authentication, will be coming to students very soon; Phones still working on a bid.
- h. University Legislative Coordinating Council: No report
- i. University Revenue Planning Committee: No report

VIII. Old Business

- Discussed last meeting, the USS Handbook is being reviewed and updated by Jamie Brooksher, General Counsel and Lori Scott Drieling, HR Director. Will be published soon.

- The results of the climate survey are still being discussed by the USS/UPS Counsel. The plan is to release the documents at the same time on the same day.
- TAC – Transition Advisory Council has started meeting every Tuesday morning and will continue through the semester
- We challenged constituents to come forward with problems, concerns or questions.

IX. New Business

- USS-UPS met with Dan Shipp about the Docking Survey. All regent universities will make results available on Nov 1, 2022, time TBA. It was decided that PSU will have a reception before Fall Break for discussion and comment on the results of the survey.
- Woody Lopez brought questions from the physical plant concerning;
 - PSU keeping quarter percent of 5% raise and what was done with it.
 - New positions across campus; Bicknell, HR, Block 22, but not filling old positions that are needed.
 - Working from home.
 - Why painters were painting Juicy's.
 - If outside businesses were being brought in to help with custodial help.
- Dr. Erwin explained answers to these questions.
 - The quarter percent was used across divisions where needed. Student Life used theirs to improve pay for retention of police officers.
 - Bicknell position is coming from ticket sales, no new monies were provided. HR position was monies moved from Presidents for Kristi Toeller's position. Block 22 works with grants.
 - Working from home is decided by directors.
 - The businesses in Block 22 are leasing space from PSU who is leasing to own the property.
 - Honey Do has been used to help with turn around from semester to semester in housing and Block 22.

X. Good of the Order

- Pictures will be taken – Terri will set up and send out notification.
- Next meeting: Wednesday, November 9, 2022, in OSC, Meadowlark Room.

XI. Adjournment

Cindy VanBecelaere adjourned the meeting at 2:25pm.

Minutes submitted by: Michelle Hensley