

University Support Staff Meeting Minutes

December 14, 2022

I. Call to order

Diane Letner called to order the regular meeting of the University Support Staff at 1:30pm on 12/14/22 in the Meadowlark room of the OSC.

II. Attendees

Senators – Barb Barto, Carrol Bell, Andrew Beihl, Kevin Elrod, Michelle Hensley, Tim James, Diane Letner, Woody Lopez, Tonya Pentola, Sara Sullivan, Cindy VanBecelaere, Stephanie Willis, Heather Winzer, Steven Erwin, Student Life; Guests – Lori Scott Drieling, HR Speaker; Tim Taylor, Kevin Jones, Dave Thompson, Tiffni Chapman, Craig Stokes, Sean Hall, Ed Meyers.

III. Approval of August minutes – Accepted.

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

V. Other University Reports

1. Unclassified Professional Senate President –Tammy Higgins, unable to attend
2. Faculty Senate President – Karen Johnson, unable to attend

VI. Guest Speaker – Lori Scott Drieling, HR

Open Q & A – Dr. Erwin was present to answer questions regarding the shift change and increase in salary for custodians in the Student Life division.

VII. President Meeting – Diane met on 12/7 discussed:

1. Update about TAC & campus input
2. Preparing for University Strategic Initiatives in the Spring

VIII. USS/UPS Council – See attached.

1. Members are going to go in person to the COBO and KBOR meetings along with representatives from the Docking Institute to present the survey findings. They hope to meet with some individual members in a smaller setting.
2. One additional note from the meeting was that Wichita State is the only institute not getting paid time off over the holiday break other than for the designated holidays. Their administration feels they are losing student recruitment opportunities during that time period if they are not open for business. Since the meeting it was decided they would also be off and paid for winter break.

IX. Committee Reports

1. Elections: 3 positions open

2. Public Relations: Kevin Elrod, no updates.
3. Welcoming Committee: Diane Letner- Tiffni Chapman, UPD & Hanna Oertle, Custodial
4. Parking Committee: Cindy VanBecelaere, 6 appeals pending.
5. Board of Governors: Sara Sullivan, didn't attend.
6. Strategic Planning Committee: Terri Blessent – not meeting at this time.
6. Information Technology Council: Michelle Hensley,
 - New financial aid system presentation was given, should be using fully for 23WF.
 - Looking for implementation group to start new SIS
 - Infrastructure, new cables being ran over winter break.
 - Training for Microsoft
 - Phones, 23SU
7. University Legislative Coordinating Council: No report
8. University Revenue Planning Committee: No report

X. Old Business

XI. New Business

1. A subcommittee has been formed to review the Docking Institute survey results and address the top items of concern. The goal is to have action items ready to present to the Leadership and our constituents across campus in the spring. Tonya Pentola has agreed to be the Chair of this committee. It is not limited to USS Senators and we encourage employees to participate as it is in the best interest of all USS employees.
2. Suggestions for speakers for future meetings. Dr. Dan Shipp, President, will speak in January.

XII. Good of the Order

- a. Next meeting: 1:30pm, Wednesday, January 11, 2023, in OSC, Meadowlark Room.

XIII. Adjournment

Diane Letner adjourned the meeting at 3pm.

Minutes submitted by: Michelle Hensley