

USS Senate Meeting

August 10, 2022

Meeting was called to order at 1:35 p.m. by President Diane Letner

June minutes were approved as read after a motion and 2nd was obtained

Treasurer's Report: Account balance: \$2,380 in the general budget account and \$57.04 in the foundation account, there was \$16.08 expenditure for water (ice cream social) but was taken out prior to new balance for this fiscal year.

Other University Reports:

- A. Unclassified Professional Staff Senate President, Tammy Higgins, spoke on behalf of the UPS, she stated they are getting acclimated and let us know who the Officers for this year are:
Tammy Higgins, President
Mary Jo Meier, Past President
Greg Belcher, President Elect
Elizabeth Gier, Secretary
Rachel Schenker, Treasurer
- B. Faculty Senate President, Karen Johnson, was unable to attend our meeting today.

USS President and President Elect meeting with University President:

Met with Dr Shipp on Tuesday, August 2nd and basically had a conversation about who USS is and what we are about. Dr Shipp will be sending periodic emails to campus with updates on his vision for the University. The President's Council name has been changed to University Leadership Team, the scope of their decision making will be changing. Dr Shipp is developing a Transition Advisory Council (TAC) which will include all governing bodies across campus and include alums and community partners, more information on this will be available soon. This group will help with the preparation of a new strategic planning process in the Spring of 2023. Dr Shipp wants to be very transparent and would encourage communication from campus.

Other notes for Fall: There will not be a "traditional" open meeting this year, will go back to Faculty only so that they can address items pertaining to faculty only. There will be a campus wide cook-out held on August 19th, please read the latest Campus Update sent out by Abigail Fern to learn more and sign up, you do need to RSVP for food purposes.

USS/UPS Council Conference call: Attended by Diane Letner, Cindy VanBecelaere and Terri Blessent to represent USS and Tammy Higgins and Mary Jo Meier for UPS. A copy of the minutes was sent out via email from Diane to all USS employees. Results from the Climate Satisfaction survey will be available soon. They will be gone over with Dr Shipp and USS/UPS representatives and then the results will go out to campus at a later date.

Committee reports:

- a. Elections: 3 people were voted on for At-Large positions: Stephanie Willis, Tess Carl and Sara Sullivan. Terri Blessent was voted on to take the President's Division position vacated by Dan Workman.
- b. Public Relations: Need a representative, possibly Kevin Elrod since he already assists with it.
- c. Welcoming Committee: Diane Letner will continue this and there were no new hires.
- d. Parking Committee: Cindy VanBecelaere, no meeting yet.
- e. Board of Governor's: Michelle Hensley, no meeting yet.
- f. Strategic Planning Committee: Terri Blessent, no meeting yet.
- g. Information Technology Committee: Michelle Hensley, no meeting yet.
- h. University Legislative Coordinating Council: Diane Letner, meetings don't start until Spring.
- i. University Revenue Planning Committee: Diane Letner, meetings don't start until Spring.

Old Business: Ice cream social was a hit, had a nice attendance and everyone seemed to enjoy it. Thank you to University Marketing team for donating the T-shirts as give aways.

New Business: The accreditation committee suggested that we update our USS handbook, it hasn't been updated since 2016. Several of us aren't sure if that is our decision or if it lies in the hands of HRS, Diane will check and get more information about this and bring it back to the meeting.

Good of the order:

Biometric screenings on campus August 30th, those are full but more appointments later in the year, get signed up as it helps with insurance points.

Retirement information day will be Tuesday, September 13th, HRS is holding a session to go over some retirement information, if you are close to retiring, sign up and attend.

Health insurance open enrollment period Oct 1st – October 31st, you MUST use the portal to enroll, if you do not, you will default into the plan with the least benefits (plan N??)

SEHP Open Enrollment meeting, Monday, Oct 10th, Representatives from all the insurance providers will be available that day to assist with any questions you may have.

Tuition Assistance for employee dependents now begin on employee's first day of employment (at full rate), see HRS website under "Employee Benefits" for full details.

Diane also handed out a copy of the Fringe rates for FY '23, it is attached to these minutes. It shows what the employee pays into retirement vs. what the employer contributes.

Professional Development day is for all employees, there will be break-out sessions, contact Donna Jacobs to get signed up (or see the email sent out by her earlier this week)

Next USS Senate meeting will be held Wednesday, September 14th in the Meadowlark Room of the OSC at 1:30 p.m.

Meeting adjourned: 2:35 p.m.

Minutes recorded by Terri Blessent

Aug 10, 2022

KBOR UPS-USS Council Joint Meeting Minutes

9-10 a.m., July 19, 2022

FHSU hosting via Zoom

Attendees: Amy Belden (WSU), Terri Blessent (PSU), Jason Bosch (ESU), Todd Carpenter (KU), Jessica Chilcoat (KU), Douglas Cushenbery (ESU), Renee Gates (KSU), Denise Gimlin (ESU), Tammy Higgins (PSU), Matt Houston (ESU), Misty Koonse (FHSU), Lisa Lang (USS), Greg Larson (ESU), Diane Letner (PSU), Monica Macfarlane (KSU), Mishelle Hay McCammant (KSU), Mary Meier (PSU), Brian Moss (KU), Terry Pierce (PSU), Debra Rittgers (ESU), Jerry Rogers (KSU), Jennifer Whitmer (FHSU)

Meeting Minutes

- I. Call to Order – 9:02am
 - a. Welcome and introductions
- II. Reports
 - a. KBOR meeting update
 - i. Nothing to report
 - b. COPS Report
 - i. No report to COPS in May, June, or July
 - c. General updates from each school
 - i. See reports starting on page 2 below
 - ii. Discussion of evaluation process at each institution
 1. challenges of staff receiving consistent evaluations
 2. challenges of determining merit raises without evaluations
 - iii. Discussion of new presidents at several institutions
 - iv. Discussion of funding sources for faculty/staff raises
 - v. Discussion of student employee pay, e.g. need for raises
- III. Old Business
 - a. Satisfaction Survey Update
 - i. Docking Institute reports no delays; results coming soon
 - ii. Doodle pool coming soon to schedule review of results
- IV. New Business – n/a
- V. Good of the Order
 - a. Meeting Schedule
 - i. Upcoming schedule TBD (watch for Doodle poll)
 - ii. KU will be host institution starting next month
 - iii. K-State will be host in FY23, which means minute-taking duties in FY22
- VI. Adjournment – 9:52am

KBOR UPS-USS Council Joint Meeting Agenda

9-10 a.m., July 19, 2022

FHSU hosting via Zoom

Meeting Agenda:

VII. Call to Order

- a. Welcome and introductions
- b. Institution reports/updates – submitted in advance

VIII. Reports

- a. KBOR meeting update
 - i. Nothing to report
- b. COPS Report
 - i. No report to COPS in May, June, or July
- c. **General updates from each School** (major initiatives, events, news, etc.)
 - i. **ESU:**
 - 1. Ken Hush the interim President has been given the position permanently and is now the 18th President at ESU.
 - 2. Through the summer all employees are getting paid afternoons off on Friday. The campus is not closed but offices that can close are closed. Some offices are rotating coverage with a skeleton crew running the office on Friday afternoon.
 - 3. Merit raises are expected to be completed by August. Not all employees are eligible though.
 - 4. We are waiting for our CBIZ results to be completed this Fall.
 - ii. **FHSU:**
 - 1. Staff Senate hasn't met over the summer
 - 2. Move to Market and merit eligible employees have been awarded their compensation starting July 1
 - 3. Fall Professional Development Day is the planning and organizing stages, as that will occur the week before classes start
 - iii. **KSU:**
 - 1. We continue to transition to new leadership in Faculty Senate, though Mishelle Hay-McCamment and Renee Gates remain for Professional Staff and Monica Macfarlane becomes president for USS with as Vice President.
 - 2. Faculty Senate Leadership had a special meeting to review [The Okanagan Charter | wellbeing.ubc.ca](#) and determine if we want to push forward a resolution in support of adopting this at K-State.
 - 3. Campus is gearing up for Strategic Planning in the fall and will be using Emergent Method as the consulting group to lead us through this process.
 - 4. USS Senate did not meet in June.
 - 5. The Faculty Senate met on June 14 and a temporary approval for Microcredentials was on the agenda. The Senate noted there are many

possibilities with microcredentials, as they can be tailored to various needs and serve as pathways to degree programs. Microcredentials can be used as a tool to get people in the work force to begin thinking about returning to school for a degree program. The Senate noted the need for good assessments to be in place to ensure these programs are working and remain effective and useful. There may be more rapid approval but there also should be effective evaluation to keep up to speed with needed improvement. There will be a probation period before approval to continue. They are powerful but there are also sources of skepticism so there is a high need of evaluation their success.

6. Additionally, recommendations on faculty and staff salaries were submitted to Faculty Affairs from the Salaries and Fringe Benefits committee. These recommendations were endorsed by Faculty Affairs in collaboration with Professional Staff Affairs. In part, these recommendations brought to light that term faculty don't receive pay raises like tenure track faculty do. The inconsistencies and recommendations were shared with the president and provost. There were several questions and comments related the inequities we are seeing among faculty, staff, and others on campus. The provost indicated that the administration would like to make compensation a top priority for a comprehensive review.

iv. **KU:**

1. Staff Senate has completed our summer DEIB training sessions. The second about microaggressions was on July 13th.
2. KU Endowment Association – Dan Martin named next president. He previous work was in philanthropy in the health care industry.
3. COLA – Staff and faculty who were active as of June 30, 2022 will receive a 5% increase starting August 21st. GRAs and hourly GAs who are active on August 18th will also receive the 5% increase. Increases for salaried GAs and student hourlies are at the discretion of the department. GTAs are still in negotiations for their new MOA, though we do expect the 5% increase to the GTA minimum.
4. COVID-19 Unified Command was officially demobilized on June 28th. The announcement highlighted the need for individual responsibility to keep campus safe.
5. Performance Reviews – HR announced a shift from calendar year to fiscal year schedule. The current review period will be July 1, 2022 – June 30, 2023. This aligns with the new model for merit increases.
6. University Governance participated in the search for the new University Ombuds and provided feedback to the search committee about each candidate. The main priority University Governance identified for this position is to increase campus awareness about the Ombuds Office.
7. KU is changing banks to Central Bank of the Midwest. This will have several impacts including all new procurement cards, new cardholder

policies and a change in how partners deposit funds directly into university accounts. There is also a more strict pcard reconciliation policy being implemented in regards to how long card holders have to turn in receipts and documentation and word is cards will be taken from individuals who are not able to meet those deadlines.

8. CFO, Jeff DeWitt met with University Senate Presidents on July 13th.
 - a. DeWitt shared that the Legislature has provided 2.2 million to KU for demolition projects which will include Smith Hall and the entomology building. A new heating and cooling plant will be built in Smith Hall's location across from the Kansas Union. KU was also provided 32 million for maintenance of buildings that must be completed this year.
 - b. DeWitt also discussed the upcoming COLA and indicated that KBOR wanted this to be merit based but KU administration pushed back by saying the pandemic and inflation have impacted everyone.
 - c. The compensation pay study currently underway is to be completed by the end of the calendar year but it may take several year to get everyone where they should be. The ideal plan moving forward, and what DeWitt will build into the budget, is that everyone will received a COLA each year and a pool will be used for merit increases. Merit will be tied to reviews moving forward.

v. **PSU:**

1. The new University President, Dr. Dan Shipp, has been hosting "Coffee with the President" events each Friday during the month of July, to get to know the campus community.
2. The fourth of July holiday was celebrated on campus with a free concert featuring the Kansas Army National Guard 35th Infantry Band and Four States Symphonic Winds. A good time was had by all who were able to attend.
3. Preparations are in the works with some changes to our traditional semester start-up. Instead of holding a Faculty and Staff convocation this year, there will be a university-wide picnic held on August 19. This allows an opportunity for all campus employees to gather together to catch up.
4. The Four States Music Festival will be held on campus September 16, with country music singer/songwriters to include Chase Rice, Parmalee, Kameron Marlowe, and Adam Doleac. More artists to be announced soon. More information on this event can be found at this link: <https://fourstatesmusicfest.com>
5. Dr. Shipp has asked Dr. Howard Smith, Provost, to stay on in this role for the next year+. The campus will continue to benefit from his leadership during this transition year.

vi. **WSU:**

1. The new business building, Woolsey Hall, will be open for Fall 2022 semester.
2. The Fall Welcome will be on August 17th, and will be held in Woolsey Hall
3. Renovation to the current business building, Clinton Hall, should begin in the fall. It will be completely transformed into the Shocker Success Center, housing 17 student services that are currently scattered around campus in 10 different buildings. The renovation is slated to be completed by January 2024!
4. Looking at ways to renovate Cessna Stadium. Whatever is done will be done in phases as the stadium will need to remain open. Discussion about widening the field and track to accommodate soccer as well as football and track events.
5. The Wichita Biomedical Campus project is moving forward! This is a joint venture between WSU, the University of Kansas and WSU Tech to build a shared 400,000 square foot, \$200 million shared campus in the Wichita downtown area.
6. Faculty and Staff have all been notified if they were getting (or not getting) pay increases from the Market Based Compensation plan. We took the merit pool funds distributed from the state (\$2.5m) and used it in conjunction with internal funding to implement about \$6m worth of raises based on the MBC outcome. Some raises were significant, others were a few hundred dollars. 74% of faculty received pay increases, 57% of staff also received increases. On average the raises were in the neighborhood of 5%. As to be expected, not everyone is happy. Morale is not terribly high right now, so we are looking at ways to help improve morale that is outside of pay. Ideas welcomed!

IX. Old Business

a. Satisfaction Survey Update

X. New Business

XI. Good of the Order

a. Meeting Schedule

XII. Adjournment

2022-2023 UPS/USS Council Representatives

Emporia State University

President: Josh Jenek, jjenek2@emporia.edu

President-Elect: Lindsay Bays, lbays@emporia.edu

Secretary/Treasurer: Gwen Larson, glarson1@emporia.edu

Past Co-President: Greg Larson, glarson@emporia.edu

Past Co-President: Douglas Cushenbery, dcushenb@emporia.edu

Past Vice President: Debra Rittgers, drittger@emporia.edu

Fort Hays State University

President: Bob Duffy, rduffy@fhsu.edu

President-Elect: Nicole Frank, nmfrank@fhsu.edu

Secretary: Misty Koonse, mjkoonse@fhsu.edu

USS Representative: Lisa Lang, llang@fhsu.edu

Past-President: Jennifer Whitmer, jlwhitmer@fhsu.edu

Kansas University (KBOR Host for 22-23)

President: Jessica Chilcoat, jchilcoat@ku.edu

President-Elect: Chris Wallace, ewallace@ku.edu

Internal UPS Representative: Brian Moss, bdmoss@ku.edu

Internal USS Representative: Todd Carpenter, tcarpent@ku.edu

Kansas State University

President of USS Senate: Monica Macfarlane, mcmacfar@ksu.edu

President-Elect of USS President: Jerry Rogers, jjrogers@ksu.edu

Past USS President: Mary Oborny, moborny@ksu.edu

UPS Co-Chair: Renee Gates, regates@ksu.edu

UPS Co-Chair: Mishelle Hay McCammant, mhay@ksu.edu

Pittsburg State University

UPS President: Tammy Higgins, thiggins@pittstate.edu

UPS President Elect: Dr. Greg Belcher, gbelcher@pittstate.edu

UPS Past President: Mary Jo Meier, mary.meier@pittstate.edu

Past USS President: Terry Pierce, tpierce@pittstate.edu

USS President: Diane Letner, dletner@pittstate.edu

USS President-Elect: Cindy VanBecelaere, cynthia.vanbecelaere@pittstate.edu

Wichita State University

Past President: Gabriel Fonseca, gabriel.fonseca@wichita.edu

President: Denise Gimlin, denise.gimlin@wichita.edu

President-Elect: Jason Bosch, jason.bosch@wichita.edu

Vice President: Amy Belden, amy.belden@wichita.edu

USS Representative: Matt Houston, matthew.houston@wichita.edu

Fringe Rates for FY '23		
	Employee	Employer (PSU)
Regents Retirement	0.0550	0.08500
KPERS	0.0600	0.13110
KP&F (KS Police & Fire)	0.0715	0.22990
Death & Disability		0.01000
FICA	0.0620	0.06200
Medicare	0.0145	0.01450
Work Comp		0.00385
UCI		0.00000
Leave Pay		0.00720
Flex Spending		0.00000
KNEA		
KPERS P2	0.0600	0.13110
KPERS P3	0.0600	0.13110

Note: Retirement percentages are calculated total gross