

University Support Staff Meeting Minutes

September 14, 2022

I. Call to order

Diane Letner called to order the regular meeting of the University Support Staff at 1:30pm on 9/14/22 in the Meadowlark room of the OSC.

II. Attendees

Senators - Andrew Beihl, Carrol Bell, Tess Carl, Amy Gideon, Michelle Hensley, Diane Letner, Woody Lopez, Joe Sheehy, Sara Sullivan, Cindy VanBecelaere, Stephanie Willis, Heather Winzer. Guests - Steven Erwin, Student Life, and Greg Belcher, UPS.

III. Approval of August minutes – Accepted.

IV. Treasurer's Report –

- a. Foundation account \$57.04, no expenditures.
- b. USS Budget Account, beginning balance \$2380.00. August expenditures, \$247.25, Sodexo. Ending balance, \$2132.75.

V. Other University Reports

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

VI. Pre-KBOR Constituency Meeting –

- Group of attendees will be **Dr. Dan Shipp**, President, **Dr. Howard Smith**, Provost, **Mr. Doug Ball**, Chief Financial Officer, **Dr. Karen Johnson**, Faculty Senate President, **Tammy Higgins**, University Professional Staff Senate President, **Tarynn Brenner**, Student Government Association President, **Detra Rose**, Assistant Vice President for Student Life/Senior Diversity Officer, **Jamie Dalton**, Assistant to the President, **Katie George**, Senior Associate to the President, and **Diane Letner**, University Support Staff Senate President
- Purpose is to discuss the items to be or have been brought before KBOR.
- Highlights of the first meeting (Dr. Shipp and Tammy Higgins were unable to attend)
 - The KBOR agenda had not been released yet.
 - Dr. Smith shared the legislatures' plan to review "redundant" programs at each of the six Universities. If a program is offered at Ft. Hays and PSU, it will be only offered at one or the other, not both.
 - Enrollment is down significantly at Emporia & a "workforce management" plan is allowing the University to eliminate tenured faculty. (My note: there is an article on kansasreflector.com with details) A

significant number of other positions may also be slated for a reduction of staff.

- Plans are set to attract more International students to PSU including a contingent of students from China.
- Various committees that meet monthly. Some include Junior Colleges and some are for Regents schools only. (i.e. SCOPS/COPS)
- Mr. Ball said PSU was allocated a small amount more of money than some other institutes to allow some deferred maintenance including work on the HVAC systems, structural issues and eventually repair of the steam tunnels on campus.
- Funding continues to always be an issue with the State allocations.

VII. Committee Reports

- a. Elections: Voted Woody Lopez in as an At-Large senator.
- b. Public Relations: Kevin Elrod unable to attend.
- c. Welcoming Committee: Diane Letner – Nothing to report.
- d. Parking Committee: Cindy VanBecelaere – Cindy will continue on the committee for another term.
- e. Board of Governors: Michelle Hensly – No meeting. Sara Sullivan volunteered to attend these meeting
- f. Strategic Planning Committee: Terri Blessent – not meeting at this time.
- g. Information Technology Council: Michelle Hensley – Nothing to report.
- 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. We are working with Dr. Shipp to provide him the information and what the next steps should be for our campus. Reports to be rolled out to everyone at the same time. Set for December KBOR meeting.
- As always, the notifications from the University Marketing office has important information. They are sent out at least once per week to keep employees informed on what's happening on campus and the community.
- An update was sent out Monday, September 12, 2022 from Jamie Dalton with details of the Transition Advisory Counsel. They had an overwhelming response to volunteers to be included on the Counsel. A website is also being developed to share presentations and briefing sessions so that everyone can participate in the Transition process.

IX. New Business

Challenge: go to your constituents and ask what problems, concerns, or questions they have for us. We can't address them if they don't communicate with us.

X. Good of the Order

- Health Insurance open enrollment period is October 1st through October 31st. You MUST use the portal to enroll. If you do not, you will be defaulted to the plan with the least benefits for the employee.
- A Benefits Fair and SEHP Open Enrollment (Health Insurance) meeting will be held on Monday October 10th. Representatives from the vendors will be on site to answer questions. All Open Enrollment materials, including the Open Enrollment Guide, videos, and informational flyers will be posted to the SEHP's website at <https://sehp.healthbenefitsprogram.ks.gov/> by September 15, 2022.
- Check out the HRS newsletter with information that could affect you!
- Next meeting: Wednesday, October 12, 2022, in OSC, Meadowlark Room.

XI. Adjournment

Diane Letner adjourned the meeting at 2:04pm.

Minutes submitted by: Michelle Hensley