

University Staff Senate Meeting Agenda

Date: Wednesday, April 8, 2026

Location: Meadowlark Room, Overman Student Center, Pittsburg State University

Time: 1:30 PM

- I. Call to Order
 - a. Co-President Michelle Hensley called the meeting to order at 1:30 PM.
- II. Roll Call and Confirmation of Quorum
 - a. The Senate reviewed the attendance list and confirmed a quorum was present.
- III. Approval of Previous Meeting Minutes
 - a. The March Regular Meeting minutes were presented for approval.
 - i. Motion: Amber Hames
 - ii. Second: Michael Woodrum
 - iii. Vote: Approved by unanimous consent.
- IV. Guest Speaker: Amanda Williams
 - a. Amanda Williams, Information Technology Services (ITS) Security Officer, provided an overview of the international travel preparation policy/process, including best practices for preparing university devices for international travel.
 - i. The policy/process is intended to streamline international travel preparation, support compliance requirements, and ensure devices function appropriately on a country-by-country basis.
 - ii. The policy/process has received initial feedback from various stakeholders; clarifying language will be added to better address international travel scenarios.
 - iii. Senators engaged in University-sponsored international travel were encouraged to begin travel planning as early as possible to avoid last-minute complications.
 - iv. Loaner device availability was discussed; potential sources may include the library, Information Technology Services (ITS), and/or individual departments, depending on availability.
 - v. Data security precautions were emphasized. In the event customs officials request device confiscation, travelers should comply and should ensure ahead of time that no critical or sensitive data is stored locally on devices being transported.
 - vi. The guidance is primarily oriented toward PSU business conducted on PSU devices. While personal devices are not the primary focus, travelers were encouraged to follow best practices regardless of device ownership.
- V. Shared Governance Report
 - a. Faculty Senate
 - i. No report.
 - b. Student Government
 - i. "Big Event" was scheduled for Saturday, April 11; the event may be rescheduled due to weather.
 - ii. A two-party election was underway; the new student government was anticipated to be announced on Sunday, April 12. Voting participation at the time of the report was approximately 250–300 votes and was about halfway through the voting period.
 - iii. The Student Government constitution was amended in senate and was being voted on by the student body.
 - c. University Leadership: Emily McElwain
 - i. University events were noted, including President Newsom's investiture on Monday and a beam signing on Tuesday at the new Kansas Bureau of Investigation (KBI) building.
 - ii. The beam remained available for signatures during business hours for the remainder of the week.

- iii. Senator Schmidt visited campus and made announcements regarding federal funding approved for specific projects, including cybersecurity upgrades as part of the Heckert Wells renovation project.
- iv. A funding town hall was scheduled for Wednesday, April 15 at 2:00 PM in Yates 102. Updates were expected regarding anticipated budget actions and potential line-item veto decisions.
- v. A future “lunch chat” would be announced; RSVP information was expected to appear in the Daily.
- vi. A group from Aberdeen, South Dakota was scheduled to visit Sunday through Tuesday to study community engagement in Pittsburg.

VI. Human Resources Report

- a. General Report
 - i. General updates were provided.
- b. Orientation Report (see March minutes)
 - i. No updates.
- c. Employee Initiative Teams (EIT)
 - i. No updates.
- d. Kudos/Recognition
 - i. Food trucks were announced for April 22 in Gorilla Village from 11:00 AM to 1:00 PM.
- e. Professional Development
 - i. No updates.
- f. Onboarding/Offboarding
 - i. No updates.
- g. Employee Wellness
 - i. “A Day at the Rec” event was discussed; details were to be determined, with a tentative timeframe of May (possibly late May).
- h. Performance Management
 - i. No updates.

VII. Cabinet Update

- a. Presidents’ Report
 - i. Regents Universities Meeting: The meeting was rescheduled to Tuesday, April 14; an update would be provided at the next Staff Senate meeting.
 - ii. PSU Leadership Meeting: No additional updates beyond the referenced report.
- b. Treasurer’s Report: Libby Graham
 - i. No additional updates beyond the budget accounting document provided to the Senate.

VIII. Committee Reports

- a. Satisfaction Survey: Michael Woodrum
 - i. Responses to the survey report were prepared. Salary was identified as the most significant issue. The report was shared and summarized for senators.
- b. Parking Committee: Stephanie Willis & Heather Busch
 - i. No report.
- c. Board of Governors: Donna Jacobs
 - i. Items were noted as covered under Shared Governance where applicable.
 - ii. Food service was still under review; additional information was expected soon.
 - iii. Fees were approved by the Board of Governors and Student Government Association (SGA). The next step would be review by the President’s Cabinet for approval or denial, followed by Kansas Board of Regents (KBOR) review.
 - iv. Upcoming events were announced:
 - 1. Chamber coffee in the Overman Student Center (OSC) on Thursday, next to the Bookstore.

2. Bill Nye event on Thursday in Bicknell.
 3. Leadership awards and fraternity/sorority awards on Sunday.
 4. Student Worker Appreciation Week next week.
 5. Students for Sustainability garden event on April 25 at the native garden near Heckert Wells.
- d. Display Case Subcommittee: Amber Hames (for Sarah Moon)
- i. A quote was presented for a plaque for the display case. The quote included both the wood and metal components and was under \$50 total.
 - ii. The Senate approved the procurement of the plaque under the terms discussed.
 1. Motion: Michael Woodrum
 2. Second: Josh Letner
 3. Vote: Approved by unanimous consent.
- e. Elections Committee: Tracey Eagon
- i. Election assignments and candidate approvals were reviewed.
 - ii. Motion to approve new candidates: Wylie DeGruesen
 1. Second: Josh Letner
 2. Vote: Approved.
 - iii. Reapproval of sitting senators to assigned seats (as provided to senators during the meeting).
 1. Motion: Josh Letner
 2. Second: Tom Smith
 3. Vote: Approved.
- f. Bylaws Committee: Tom Smith
- i. The Bylaws Committee presented a bylaws revision, which was voted on and accepted.
 1. Motion: Shawna Witherspoon
 2. Second: Jeannice Parker
 3. Vote: Approved by unanimous consent.
 - ii. Appointment of Sean Hall to an odd-year seat on the Staff Senate.
 1. Motion: Tom Smith
 2. Second: Josh Letner
 3. Vote: Approved by unanimous consent.

IX. Old Business

- a. Ribbons for University name tags
 - i. Discussion focused on ribbon text and design. The agreed text was "University Staff Senator."
 - ii. The senate approved the purchase of 50 ribbons for \$69 through Printing and Design via voice vote; no opposition noted.
- b. The ribbon color was specified as off-white with dark-colored text.
 - i. No objections were raised.
- c. End-of-year banquet
 - i. The end-of-year banquet was scheduled for June 3 from 11:30 AM to 1:00 PM at Brick + Mortar.
 - ii. Libby Graham would prepare the invitation.

X. New Business and Questions

- a. Open floor
 - i. Senators were encouraged to share feedback with leadership after attending a Lunch and Learn or the funding town hall to help assess usefulness and impact.
 - ii. Student Employee Appreciation Week was announced for the following week, including:
 1. Monday, 4:00 PM: Student Employee of the Year Ceremony.
 2. Wednesday: Event on the Oval.
 3. Friday, 9:00–11:00 AM: "Caffeinate and Celebrate" coffee and soda bar at Axe Library. Thank-you cards would be available at Axe Library.

b. New employees were recognized.

XI. Next meeting

a. The next regular meeting was scheduled for Wednesday, May 13, 2026 at 1:30 PM in the Meadowlark Room, Overman Student Center.

XII. Adjournment

a. Co-President Michelle Hensley adjourned the meeting at 2:23 PM.

Pittsburg State University Staff Senate: Bylaws

Ratified April 8, 2026

Article I — Name

The name of this organization shall be the Pittsburg State University Staff Senate (“Senate”).

Article II — Purpose

The purpose of the Senate is to foster communication and collegiality among the Unclassified Professional Personnel (UPS) and University Support Staff (USS) (herein: “Staff”) of the University; provide representation for the Staff and serve as a liaison to the University administration, Kansas Board of Regents and others regarding issues of concern; provide opportunities for the Staff to participate in university governance; and formulate recommendations to the University President regarding policies and procedures that relate to the concerns of the Staff. The Senate may work with the Student Government Association and/or the Faculty Senate of the University to achieve common goals.

Article III — Organization

Section 1 — Electorate and Eligibility

1. UPS and USS employees appointed to permanent (full-time), benefits-eligible positions shall constitute the electorate of the Senate (“Electorate”).
2. Any employees eligible to serve on Faculty Senate, or who currently serve on the President’s Cabinet, Executive Vice President’s Council, or University Leadership Team, excluding the Senate President, are ineligible to serve on the Senate.

Section 2 — Composition and Representation

1. There shall be twenty-five (25) seats on the Staff Senate, comprising of:
 - a. Ten (10) even-numbered seats,
 - b. Ten (10) odd-numbered seats, and
 - c. Five (5) officer seats, namely, those of the President, Past President, President Elect, Secretary, and Treasurer.
2. Senators shall be elected to a seat from all eligible USS and UPS staff.
3. Up to one person may serve in each seat at any given time, except as provided in Article III, Section 7 of these Bylaws.
4. No person may serve in more than one seat at any given time.

Section 3 — Terms

1. The terms for each seat shall be defined as follows:
 - a. Terms for even-numbered seats shall last for two years, beginning on July 1 of each even-numbered year and expiring on June 30 of the next even-numbered year.

- b. Terms for odd-numbered seats shall last for two years, beginning on July 1 of each odd-numbered year and expiring on June 30 of the next odd-numbered year.
- c. Terms for officer seats shall last for one year, beginning on July 1 of each year and expiring on June 30 of each following year.
 - i. No Senator may serve two full, consecutive terms as President Elect, President, or Past President.

Section 4 — Elections and Seat Assignment

1. General Elections shall be held every Spring to fill the numbered seats whose terms expire on June 30 of that year, as well as any other vacancies not previously filled by the Senate.
2. Officer Elections shall be held by the Senate every Spring.
 - a. The seats of President Elect, Secretary, and Treasurer shall be elected from Senate membership by majority vote of the Senate.
 - b. The seat of the President shall be assumed on July 1 of each year by the Senator serving as President Elect on June 30 of that year.
 - c. The seat of the Past President shall be assumed on July 1 of each year by the Senator serving as President on June 30 of that year.
 - d. Any elected officers shall have served at least one year on the Senate before they are eligible for office, unless otherwise approved by the Senate.
3. Following officer elections, the President shall, with the advice and consent of the Senate, assign each outgoing officer to the seat that will be vacated by an officer-elect.
 - a. Outgoing officers assigned to seats expiring on June 30 of the current year shall be subject to immediate reelection for the next Senate year.
 - b. Outgoing officers assigned to seats expiring on June 30 of the following year may affirmatively choose to assume the assigned seat, once vacated, and complete the officer-elect's term.
4. Special elections shall be held during monthly Senate meetings, as needed, to fill vacancies in any seat. Vacancies may be filled by majority vote of the Senate. Appointments to fill vacancies shall be for the remainder of the unexpired term.

Section 5 — Non-Voting Members and *Ex Officio* Representation

1. The Senate may create additional positions for non-voting members, including Senate members *ex officio*, by majority vote.
2. The following groups shall be automatically invited to designate a Senate member *ex officio*:
 - a. Pittsburg State Faculty Senate
 - b. Pittsburg State Student Senate
 - c. Pittsburg State President's Administration
 - d. Pittsburg State Human Resources

Section 6 — Voting Privileges

Each Senator in a numbered seat or officer seat shall have one vote.

Non-voting members, including members *ex officio*, shall not be eligible to vote.

Section 7 — Transition Provisions

1. Concurrent with the adoption of these bylaw revisions, the Senate shall adopt a motion assigning each currently serving Senator to a seat that shall thereafter be subject to the reelection cycle described in Article III, Section 3.

2. To ensure equal leadership opportunities between UPS and USS, the seats of President and President-elect shall be rotated on a yearly basis, if possible, as follows:
 - a. Nominations for the seat of President Elect shall be rotated between the two groups. If the president is a member of UPS in a given year, USS have the right of first refusal for the seat of President Elect. The converse is true if a USS member is president in a given year.
 - b. If a nominee cannot be taken from membership of a given group, nominations will be taken from the other group. This protocol provides an opportunity for leadership roles for each group on a rotating basis.
 - c. Each year, the right of first refusal for the seat will be given to the group that is not President.
 - d. Most new hires will be UPS from this point forward. When the University-wide USS membership is below 50, the Senate shall conduct a vote to change the Bylaws allowing both groups to hold any office in any year. If the motion does not pass, the rotating leadership plan will stand until a future vote by the Senate changes nomination Bylaws.
3. To prevent disruptions in leadership during the initial transition to a combined Staff Senate, the following temporary provisions shall apply:
 - a. From the effective date of these Bylaws through June 30, 2026, the President seat may be occupied by two (2) Senators serving concurrently as Co-Presidents.
 - i. This temporary authorization expires automatically at 11:59 p.m. on June 30, 2026, after which the President seat shall be occupied by no more than one (1) Senator at a time, except as otherwise provided in these Bylaws.
 - b. From July 1, 2026 through June 30, 2027, the Past President seat may be occupied by two (2) Senators serving concurrently as Co-Past Presidents.
 - i. This temporary authorization expires automatically at 11:59 p.m. on June 30, 2027, after which the Past President seat shall be occupied by no more than one (1) Senator at a time, except as otherwise provided in these Bylaws.
4. Voting and Meeting Procedures for Temporarily Co-Occupied Seats
 - a. Except as provided in this Section, no more than one (1) person may serve in a seat at any given time.
 - b. When a seat is occupied by more than one (1) person pursuant to this Section, that seat shall still receive one (1) vote total.
 - i. If the Senators occupying the seat do not agree on a vote, each shall be granted a fractional vote, weighted proportionally to the number of Senators in that seat present at the meeting.
 - ii. If only a single Senator occupying a seat attends a meeting, that single Senator shall be granted a full vote.

Section 8 — Duties of Officers

President:

1. The President shall be the official spokesperson for, and preside at all meetings of the Senate, and shall have the right to approve Senate expenditures.
2. The President, in cooperation with the other officers, shall establish the agenda for Senate meetings.
3. The President shall represent the Senate on the University Leadership Team by attending monthly meetings during the school year.
4. The President shall conduct regular one-on-one meetings with the University President throughout the year.

5. The President shall represent PSU on the Kansas Board of Regents (KBOR) USS/UPS Council, comprised of Staff Senate Presidents/other representatives from each KBOR University, and will attend monthly KBOR USS/UPS Council meetings as needed.
6. The President will attend regular KBOR meetings and/or regular KBOR Wrap-up meetings on campus.
7. Every six years, PSU leadership will chair the KBOR USS/UPS Council. Part of that obligation is for the USS/UPS President to attend monthly KBOR meetings and present to the group, when necessary, as well as establishing the agenda and presiding over all monthly KBOR USS/UPS Council meetings.
8. The President may choose a designee to attend or lead any meeting if their schedule does not allow them to be present.

Past President:

1. The Past President shall provide advice as needed.
2. The Past President shall preside over meetings in the absence of the current President and the President Elect.
3. The Past President may attend other monthly meetings if the President or the President-elect cannot attend.

President Elect:

1. The President Elect shall assume duties of the President in the event the President is absent or incapacitated and will assume the presidency for the next election year.
2. The President Elect shall serve as the chair of the Election Committee.
3. The President Elect shall have access to Staff email list to communicate with all staff members.

Treasurer:

1. The Treasurer shall be responsible for Senate fiscal records, monetary disbursements as directed by the Officers, and providing financial reports at Senate meetings. Responsible for creating and submitting a yearly budget proposal.

Secretary:

2. The Secretary shall prepare the minutes of the meetings of the Senate and make them available to all members of the Senate by or before the Monday immediately preceding the next Senate meeting.
3. The Secretary shall distribute copies of the agenda for any upcoming Senate meeting and minutes of the Officers' meetings.
4. The Secretary shall provide minutes and agendas to the appropriate party for distribution on the Senate webpage.
5. The Secretary shall make the agenda of each meeting of the Senate available to Staff by or before the Monday immediately preceding the next Senate meeting.
6. The Secretary shall chair the Bylaws Committee.
7. The Secretary shall have access to Staff email list to communicate with all staff members.

Section 9 — Removal of Officers and Senators

1. Members of the Senate, including officers, may be removed during the term of office for reasons of dereliction of duty, or unethical conduct in the performance of the responsibilities of office.
 - a. Removal of Senators and officers during the annual term shall require a two-thirds vote of the Senate.

2. Senators who resign or are removed from their positions will be replaced with an eligible Staff member who will be appointed to fill the remaining term by the current Senate with a majority vote.
3. Officers who resign will be filled with the natural progression of officers and a new President Elect will be elected, depending on timing and how much of the terms are left. The Senate reserves the right to determine the succession and election on a case-by-case basis.

Article IV — Committees

Section 1 — Officers

1. The following duties shall be the responsibility of the Officers:
 - a. The Officers shall recommend Senate members for appointment to subcommittees and other all-University committees.
 - b. The Officers shall serve as the advisory group of the Senate when called upon by the administration. It shall refer to the appropriate committee any question of policy on which advice is sought and shall report in its minutes any recommendation on policy.
 - c. The Officers shall cause matters approved by the Senate to be brought to the attention of the appropriate administrative officer for action and shall report to the Senate the action taken.
 - d. The Officers shall take such emergency action as they find necessary; such action is to be presented at the next regular meeting of the Senate.
 - e. The Officers shall refer to the appropriate committee for study such matters approved by the Senate.
 - f. The Officers shall prepare the agenda for meetings of the Senate.

Section 2 — Election Committee

2. The election committee shall consist of at least three members, chaired by the President Elect, and shall be appointed by the president of the Senate at the first meeting of the new academic year.
3. The following duties shall be the responsibility of the Election Committee.

Officer Elections:

1. Prepare an anonymous ballot available to all current Senate members with nominations for President Elect, Secretary, and Treasurer as received following the February Senate meeting. If office races are uncontested, no election is needed.
2. The President will present the slate of elected Senate Officers to the Senate at the March meeting for acceptance.

Senator Elections:

1. Determine a list of qualified staff members eligible for election to the Senate effective March 1. (See above for Senate qualifications)
2. Contact eligible members of the Electorate to verify they are willing to serve as a senator.
3. Create a ballot of those willing to serve to be available to the Electorate in the first two weeks of April for election.
4. Determine the results of the voting and forward the results to the Senate President.
5. Proposal of the slate of nominated senators will be presented to the Senate at the May meeting for acceptance.

Section 3 — Bylaws Committee

1. The Bylaws Committee shall be chaired by the Secretary and shall consist of four additional members appointed by the Senate each Senate year. The President and President Elect shall additionally serve on the committee as members *ex officio*.
2. The Bylaws Committee shall convene and review Senate Bylaws and Procedures at least once every even-numbered year. The Committee shall conduct this review to ensure that:
 - a. Senate Bylaws and Procedures are complete and accurate.
 - b. Senate Bylaws and Procedures provide for, in letter and spirit, effectual and efficient operation of the Senate.
 - c. Senate Bylaws and Procedures are in compliance with all applicable University, Municipality, County, State, and Federal laws, rules, policies, and regulations.
3. The Committee shall draft recommendations, amendments, and/or revisions for consideration by the Senate as applicable.
 - a. Once recommendations, amendments, and/or revisions are completed in writing and approved by the Bylaws Committee, the Secretary shall present these to the Senate for review at its next regular meeting.

Section 4 — Other Committees

The President of the Senate may, with the advice and consent of a majority of the Senate, establish committees and appoint liaisons from Staff for research, study, and /or for any other legitimate purpose consistent with the expressed or perceived interests of the Staff of the University.

Article V — Meetings

1. The Senate shall meet once a month as deemed necessary by the Senate. There will be no regular meeting in July.
 - a. The time and location for each meeting is to be announced by the Senate Secretary.
2. A quorum for conducting business at any meeting shall be a simple majority of the active members of the Senate with voting privileges at the time the meeting is called to order. For example, if 21 Senate seats are filled, quorum is 11.
 - a. If no quorum is present, those present have the authority to reschedule the meeting.
3. Any question to be decided at a meeting shall require a majority approval of those present.
4. Senators are encouraged to attend all meetings. After two unexcused absences, the senator will be considered derelict in their duties and may be removed from office.

Article VI — Implementation and Revision

1. These Bylaws may be amended or revised by a two-thirds majority vote of Senate members.
2. These Bylaws will take effect on April 11, 2026 if ratified by the Senate.

Concurrent Resolution to Approve Senate Roster for AY 2026–27

Approved April 8, 2026

Seat	Occupant	Term Begins:	Term Expires:	Next Election:
President	Tracey Eagon	July 1, 2026	June 30, 2027	Spring 2027
President-Elect	Tom Smith	July 1, 2026	June 30, 2027	Spring 2027
Past-President	Michelle Hensley; Eva Sager	July 1, 2026	June 30, 2027	Spring 2027
Secretary	Sarah Moon	July 1, 2026	June 30, 2027	Spring 2027
Treasurer	Carol Young	July 1, 2026	June 30, 2027	Spring 2027
At-Large 1	Heather Busch	July 1, 2025	June 30, 2027	Spring 2027
At-Large 2	Wylie DeGruson	July 1, 2026	June 30, 2028	Spring 2028
At-Large 3	Libby Graham	July 1, 2025	June 30, 2027	Spring 2027
At-Large 4	Amber Hames	July 1, 2026	June 30, 2028	Spring 2028
At-Large 5	Jordan Harding	July 1, 2025	June 30, 2027	Spring 2027
At-Large 6	Donna Jacobs	July 1, 2026	June 30, 2028	Spring 2028
At-Large 7	Josh Letner	July 1, 2025	June 30, 2027	Spring 2027
At-Large 8	Isaac Lewis	July 1, 2026	June 30, 2028	Spring 2028
At-Large 9	Elizabeth Middendorf	July 1, 2025	June 30, 2027	Spring 2027
At-Large 10	Mitchell Moon	July 1, 2026	June 30, 2028	Spring 2028
At-Large 11	Jeannice Parker	July 1, 2025	June 30, 2027	Spring 2027
At-Large 12	Cody Sanders	July 1, 2026	June 30, 2028	Spring 2028
At-Large 13	Sean Hall	July 1, 2025	June 30, 2027	Spring 2027
At-Large 14	Maria Thompson	July 1, 2026	June 30, 2028	Spring 2028
At-Large 15	Laura Wray	July 1, 2025	June 30, 2027	Spring 2027
At-Large 16	Brenda Sigler	July 1, 2026	June 30, 2028	Spring 2028
At-Large 17	Lisa Eastwood	July 1, 2025	June 30, 2027	Spring 2027
At-Large 18	Bailey Talkington	July 1, 2026	June 30, 2028	Spring 2028
At-Large 19	Michael Woodrum	July 1, 2025	June 30, 2027	Spring 2027
At-Large 20	<i>Vacant</i>	July 1, 2026	June 30, 2028	Spring 2028

Staff Senate Attendance Roster

April 8, 2026

Senators Present

Heather Busch
Wylie DeGruson
Tracey Eagon
Sean Hall
Amber Hames
Jordan Harding
Michelle Hensley
Donna Jacobs
Josh Letner
Isaac Lewis
Jeannice Parker
Eva Sager
Cody Sanders
Brenda Sigler
Tom Smith
Maria Thompson
Stephanie Willis
Shawna Witherspoon
Michael Woodrum
Laura Wray

Guests

Jamie Lynn Blum
Lisa Eastwood
Lindell Haverstic
Melanie Hudson
Emily McElwain
Scott Moser
Hannah Randall

Date: April 14, 2026

Time: 9:30 – 10:30 a.m.

Location: Virtual (Teams)

CALL TO ORDER

The Regent USS/UPS Shared Council meeting was called to order at 9:30 a.m.

REPORTS BY INSTITUTION

Emporia State University

- Hosted the largest employee event of the year, with additional events planned before year-end.
- Amended bylaws to allow Senate leadership to serve an additional year when no other candidates are available.
- Continuing bylaws revisions addressing participation and responsibilities.
- Kansas Board of Regents (KBOR) visit scheduled with shared governance breakfast.
- Ongoing membership review.

Fort Hays State University

- Staff Senate elections underway; some representative vacancies remain.
- Officer elections scheduled for May with concerns over limited nominations.
- Considering attendance at the May KBOR meeting.
- Regent Survey results shared with Staff Senate and planned leadership presentation.
- Staff Appreciation Summer Day canceled.

Kansas State University

- Open forum held to discuss Compensation and Benefits Study.
- Budget Transformation Project to be implemented with a 1.1% budget reduction.
- Construction projects including the Global Center for Grain and Food Innovation opening this fall.
- Reviewing performance management policies with possible relocation from handbooks to PPM.
- Constitutional amendment proposed to add Olathe campus caucus.
- Developing webpage to share Docking Survey metrics.

Pittsburg State University

- Staff Professional Development Day successful; timing adjustments planned for 2027.

- Tom Smith elected President-Elect.
- Anticipated 1–2 Senate vacancies.
- Privilege fees approved by SGA and advancing to leadership review.
- Tuition proposals forthcoming to the President.
- Food service vendor review ongoing.
- Presidential Investiture held April 6.
- Employee Service Awards held April 7; Voya Awards and outstanding employees recognized.

Wichita State University

- Conducted staff listening sessions on workplace experience.
- Hosted STRIVE Conference with 149 attendees.
- Elections filled all Senate seats.
- Selected new VP for Student Affairs.

University of Kansas

- Transition meeting scheduled for new leadership.
- Presented Docking Survey results to Provost.
- Strong participation in Great Colleges to Work For survey.
- Established two new Staff Senate awards.
- Hosted Professional Development Conference.

GOOD OF THE GROUP

- Discussed legislative advocacy, Regents engagement, and expressing appreciation to KBOR.
- Proposed development of shared council procedural guidelines.

ADJOURNMENT

Meeting adjourned at 10:30 a.m.

NEXT MEETING

Tuesday, May 12, 2026

This document has been created to express our appreciation for the work that has been done as a result of the 2022 Docking Institute Satisfaction Survey and to address some areas that continue to be a concern for PSU employees, as indicated in the 2025 versions (University Support Staff and Unclassified Professional Staff) of the survey.

We appreciate the efforts by university leadership to address some concerns brought up in the 2022 survey. The Employee Initiatives Teams (EIT) have brought improvement and focus to the areas of Kudos & Recognition, Professional Development (including a PD day specifically for staff), Onboarding and Offboarding, Employee Wellness, and Performance Management.

It is clear from the survey results that while significant progress has been made in some areas, there is still plenty of work to be done in others. As expected, salaries continue to be at the top of the list of the most important issues for staff. Over 85% of UPS ranked salaries as the issue most important to them, as did 87% of USS.

It is concerning that 37% of UPS employees and 38% of USS employees report having a second job, with 43% of UPS and 51% of USS employees indicating that they have the second job to better provide for their families. An open, transparent salary study would be very beneficial to understanding salary issues facing employees. While we've heard that there is a plan for such a study, the manner in which it's conducted and shared is critical to the way it's received by employees.

Another important number from the survey is the nearly 40% of UPS and 37% of USS that indicated that their morale has worsened from two years ago. Clearly, despite efforts to improve morale, there is additional work to do. Not unexpectedly, a key factor in the decline of morale for most is that they feel their salaries haven't kept up with rising costs and expenses.

We believe that there needs to be standardized training for supervisors. Many individuals are hired for supervisory roles with no experience having been a supervisor. So many aspects of a person's employment relate to their supervisor, but that can be very difficult if the supervisor isn't properly trained. A couple of hours over a few weeks for standardized training wouldn't be too much of a commitment.

We also fully support the effort by our colleagues to offer opportunities for tuition assistance at other universities, particularly if they are interested in pursuing degrees not available at PSU. One of the best incentives PSU offers is the employee and dependent assistance program.

It's important to establish succession planning practices to ensure positive leadership transitions. This could include hiring/filling positions prior to the previous person leaving.

While there is obviously a cost to take this approach, we believe it will be worth it in the long run to have continuity in job duties and to ensure that new employees are put in the best position to succeed.