



**Executive Committee Meeting  
Minutes Wednesday, March 8 2017  
Noon-1:30 p.m.  
Alcove G, 3rd Level, Kansas Union**

Call to Order

Approval of Minutes – January 11, 2017

Chris Wallace made a motion, Michelle Hays seconded; all approved.

Approval of Minutes – February 8, 2017 (See Attached)

Chris Wallace made a motion, Robert Waller seconded; all approved.

Reports

President – Elizabeth Phillips

They met with the provost this morning. Brian Moss reported:

- Virtual Handbook – Would like it ready by Fall 21017.
- Mini Wheat State Tour-Neeli is looking into a lunch voucher for staff.
- Health Quest concerns- Question about swabs for DNA and other concerns.
- Time to do governance work – Neeli really is supportive about staff has the time to take with governance work for the university.
- USS & UPS KBOR Representative – We will no longer have a direct contact with KBOR, so Neeli is going to work on that.

Secretary – Deb Deering

We have received the 3 prong extension report.

Treasurer – Michelle Hayes

Treasurer's report for 3/8/17 Executive Council meeting

**General Senate funds**

\$4,702.00		general senate funds for FY17
	142.45	Funds spent for August KBOR USS meeting hosted at KU
	23.84	Battery Charger purchase approved in Nov. Exec Council meeting
	27.44	Extension cord purchase approved in February Exec Council meeting
	53.23	Anticipated FY17 Budget Rescission (still pending)
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\$4,455.04		
	1,500.00	Approved in 1/18/17 full senate meeting to go to Prof Dev travel awards
	2,000.00	Approved in 1/18/17 full senate meeting to go towards Mini Wheat State Tour
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\$955.04		Remaining balance currently uncommitted from general funds

	143.00	Pending approval - estimated expenses for May 11 KBOR meeting (115+28)
\$812.04		Current remaining uncommitted funds in general state funds
<b>Professional Development</b>		
\$2,000.00		Provost funds specifically for Prof Dev
	(1,000.00)	committed to fall 2016 PD travel awards
1,000.00		Uncommitted/available for PD
1,500.00		approved from general use Senate funds for Prof Dev travel awards
2,000.00		approved from general use Senate funds for Mini Wheat State Tour
4,500.00		
	(2,500.00)	committed for spring 2017 PD travel awards
\$2,000.00		Currently available to Prof Development allocated to MWST

Annette Delaney made a motion on treasurer report, Chris Wallace second; all approved.

Diversity/Equity Chair – Michael Chavez (Absent)

Michael Chavez was out so Liz Phillip read a question that he would like to pose to the executive council. Would staff senate be willing to adopt a series of training at the beginning of each meeting? We would have maybe 20 minutes at the beginning to cover a certain topic. For example, micro aggressions would be one topic where we briefly define it and what it means and then do a small activity/discussion. This would allow us to come up different topics for each meeting and give staff senate something to learn about at the beginning of each meeting. When you then stack these all together over the course of the year, you get a pretty good cultural competency and social justice training. We still would recommend each senate member to attend two DEI events each year. What are your thoughts?

Ideas would be that they would come in late or cause a problem if folks need to leave by 1:00pm with the 20 minutes of topics at the beginning. Executive senate agree that 15 minutes would be good toward the end of the meeting.

Legislative Affairs – Robert Waller

They started out discuss the technical and gender neutral changes. Move changes to Robert Waller, Chris Wallace second; all approved.

Robert Waller made a notion accept the technical change provided; Chris Wallace seconded; all approved.

Brian Moss brought up to changes to senate code. Wanted to see if they should work on specific or other codes.

Reviewed legislate bills. Tuition assistance policy, the committee made some proposed changes to the assistance. Tuition waiver form in order to take gender credit where the funds would go. We don't have a way to track the waiver and the tuition dollars.

(ADD TO FULL SENATE)

Professional Development Chair – Tanya Spacek

Feb 21<sup>st</sup> the award committee choice 8 applicants and they have all accepted for the professional development funds. We would like the awardees name listed on the staff senate website.

Mini Wheat State tour need to get with technology office to get email sent out, sign up and track registration for this event. Roaster tour in the morning and the Nelson Art Atkinson museum in the afternoon.

(Add itinerary to full senate meeting from Tanya)

Personnel Affairs Chair – Annette Delaney

Working on a date to have Ola Faucher review the virtual staff handbook.

Public Relations Chair – Chris Wallace

Nothing to report

KBOR, will met on May 11<sup>th</sup>. They are requesting \$115 for parking. Will have lunch at Ms. Eds and the Provost has mentioned that they will cover the lunch expense.

Chris Wallace is making a motion for \$115 for parking for guest, Deb Deering second; all approved.

Elections Chair – Andy Jackson (Absent)

Working on sending second notion for nominations for staff senate to accept the position.

HRM – Ola Faucher

They are working on policy revisions. Would like to ask the staff senate about the changes. Is meeting with the staff council to see have they have time about training material. Possible changes at the federal status. Take away the tax exempt for tuition assistance could be tax with taxable fringe.

Faculty – Amalia Monroe-Gulick

The faculty senate is going over a lot of policy changes. A couple of proposals in regards to work of campus, Union resolution. There has been a resolution in regards to gun carry on campus policy through various websites.

Student – Justin Moen

No report

Unfinished Business

None

New Business

Is there a way to create a letter to parking about the 5% parking increase and bring a resolution to the full senate? This will go to the Legislative committee to craft letter.

Next month is elections for all chair election.

Call to Adjourn

Chris Wallace made a motion to adjourn; Robert Waller second; all approved. Ended at 1:11pm.

Next Meeting Schedule

***EXECUTIVE COMMITTEE***

Wednesday, April March 12, 2017, 12:00 PM - 1:30 PM, Alcove G, 3rd Level, Kansas Union

***FULL SENATE***

Wednesday, March 15, 2017, 12:00 PM - 1:30 PM, Kansas Union, Big 12 Room, 5<sup>th</sup> Level

Absentees: