



**Executive Committee Minutes  
Wednesday, Nov. 7, 2018  
Noon-1:30 p.m.  
Governors Room, Kansas Union**

Call to Order

Michelle Ginavan Hayes called the meeting to order at 12:04 p.m.

Approval of Minutes

**Motion: To approve the Oct. 3, 2018 Executive Committee minutes, with no corrections needed. Motion made by Chris Wallace. Motion seconded by Mary Murphy. Motion passed.**

Reports

President – Michelle Ginavan Hayes

Ginavan Hayes said she hoped everyone voted yesterday and that it will be interesting to see how the results will impact KU. Safe Zone training for Staff Senate was held on the 19<sup>th</sup>. The October budget town hall focused on Athletics and KUEA, though representatives from those affiliates were not there. Interim Provost Lejuez indicated in a meeting a few days later that he felt the town halls were organized by him and he didn't feel he could mandate Athletics and KUEA attend; additionally, the meetings can be uncomfortable and he didn't want those affiliates to have to deal with the brunt of that. During that meeting, Ginavan Hayes and Robert Waller asked what his ask of Staff Senate is; his response was for the Staff Senate to continue being a partner. The Provost discussed developing a new budget model and what a new model might look like. He has budget office hours; if you are interested in having the conversation with him he is offering to have those one-on-one meetings. They are Tuesdays from noon to 1:30 p.m. and by appointment. You can e-mail [provost@ku.edu](mailto:provost@ku.edu). He has volunteered to come back and talk to Staff Senate if the body would like. The Athletic Director did speak at a University Senate meeting and shared information. There are 500 athletes, 18 sports, 11 women's and 7 men's. He talked about priorities, including athlete safety and wellbeing, NCAA rules/compliance and support to degree, as well as diversification of degrees. He acknowledged that Athletics is part of the campus and is frequently seen as the marketing arm of KU. He has worked for 12 institutions and this is the first with a separate corporation for Athletics. He took questions about Arkansas' increase in financial contributions to the university and if this was a goal for his time at KU. He said yes, but it needs to be a shared goal developed with others, such as the Chancellor, etc., and that it would need to happen when Athletics becomes more profitable. Ginavan Hayes and Waller have been involved with various committee meetings and continuing the conversation and moving forward with the Staff Fellows project.

Treasurer – Melody Lawrence

FY2019 Staff Senate Budget November 2018

Carry Forward	\$ 350.00
FY2019 Budget	\$4,702.00
	\$5,052.00



Pepsi Funds:	
*Balance as of 10/09/18	\$1,823.16
*Pending 2018 Awards	\$ (783.00)
	\$1,040.16
Maye, Caitly	\$ (500.00)
Riley, Emily	\$ (500.00)
	\$ 40.16

\*Allocations for Pepsi Fund have not yet been allocated for 2019. Received email on 11/6/18, we should receive the amount in the next few days.

Our account should receive the Pepsi professional development funds in the next few days. Endowment has received the funds.

Diversity & Inclusion – Michelle Wilson & Jeff Severin

The committee met yesterday. Jeff Severin is the action team leader for the unpacking whiteness event with 2 fall sessions. So far there have been around 100 participants. Overall comments were very positive; there was even encouragement that it become mandatory. Comments reflected that people were engaged with the content, were impacted by the event and learned new things about the KU environment/culture. Edwards Campus has asked that the presentation be done there. Severin has been speaking with custodial services about a second- and third-shift abbreviated training. Part 2 of the training is focusing on workplaces more in-depth and will guide folks to look at workplace policies and practices and how they might be able to address issues. Another committee action team is focusing on a university/community resource guide. OMA has a resource page and they are gathering additional information and to provide resources for staff members with disabilities and are looking to add additional information about child care beyond Hilltop, foodbanks, food pantries, etc. Another team is working on the STEP supervisor training and looking how DEI has been incorporated or not and how the training can be more robust for supervisors and hope to provide feedback on the structure of the course. There are two new teams, one working on the 360 review process. Its members will start researching a way to hold supervisors responsible and more accountable. Another team was created to work on performance development as a way to invest in employees. Topics include evaluations, goals, how to give supervisors tools to coach and give constructive feedback and to grow employees.

Safe Zone training was conducted; more than 30 signed up, 15 attended. The feedback was that it was well received and contained good information. You can always sign up for a Safe Zone training via MyTalent for a general session. At next week's meeting Josh Jones from IOA, DA Graham from the Ombuds, Mike Rounds from HRM and Jenny Hamer from Diversity & Equity will have short presentations about processes and issues each office deals with and will do about 10 minutes of Q&A. Tunnel of Oppression is underway and Staff Senate Executive Committee members are encouraged to attend; it is recommended to give 1.5 hours to the experience.

#### Legislative Affairs – Jenny Flinders

Flinders said the last committee meeting was led by Ginavan Hayes. Flinders asked about the previously developed tuition assistance proposal and what the group would like the current Legislative Affairs committee to do. Flinders inquired about the status of the survey previously discussed to gauge interest. Waller said the committee should focus on presenting something to the Provost regarding what the last and final ask is. The committee should concentrate on determining what our ultimate want is. The effort can move forward with Legislative Affairs working on the survey which will provide additional information to share with the Provost. The committee will meet Monday. Flinders indicated the committee would likely also want to look at current university policies to see if any could be tweaked to be more staff friendly.

#### Professional Development – Abby Ehling

The committee has discussed the immediate future of the Mini Wheat State Tour (MWST) and the popularity of the Staff Leadership Summit. The committee has considered not doing the MWST and looking at a smaller professional development event instead, based on the summit popularity. Ehling met with Kathleen Ames-Stratton of HR; HR is willing to help and support efforts such as a mentoring program. The committee will discuss more at its meeting next week. There were two professional development award applications in October and both were awarded. They will pull new applications toward the end of the month. They might suggest another email about the application now being open all the time.

#### Personnel Affairs – Ranu Pal & Annette Delaney

Delaney said the committee met yesterday. Ginavan Hayes attended. They took the Staff Fellows list and provided background about the list and the charges. The first item discussed was supervisor support for professional development. People came with a lot of ideas. What they heard was concern that perhaps supervisors are not growing positions after employees take advantage of professional development opportunities, trainings and additional learning. The committee will work through some ideas. There is also concern about some supervisors not being supportive of employees taking time for professional development courses and activities. Some faculty who are supervisors are resistant to attending professional training for themselves as supervisors or dedicating time to it. Michelle Wilson and Jeff Severin will share the team lead info from their committee's STEP efforts with Delaney. Pal said long-term employees do not receive rewards but that perhaps there could be some gift provided that would be motivation for those employees to stay with KU. What might be available to give or provide? A few ideas were brainstormed.

#### Public Relations – Mary Murphy & Teri Chambers

The committee will meet in mid-December to begin working on the spring newsletter. In January there will be a call for content. The goal is for the newsletter to be printed by the end of February, right before elections.

Elections – Chris Wallace

**Motion: To approve Larry Laubhan being appointed to fill the Staff Senate seat vacated by Jennifer Ananda. Motion made by Chris Wallace. Motion seconded by Robert Waller. Motion passed.**

HRM – Ola Faucher

Faucher was absent but had provided information prior to the meeting. Only about four employees did not participate in benefits open enrollment in October and were defaulted to the N plan.

Wallace said the USS Council is moving forward with a survey, though KU will not be participating.

Faculty – Kirk McClure

McClure was not in attendance but emailed this report to Ginavan Hayes:

### **Staff Senate Executive Committee Meeting**

November 7, 2018

Report of Kirk McClure, Faculty Senate President

#### *1. Open Forum in December 6, 2018*

The University Senate will host an open meeting in December where all members of the KU community will be allowed to voice their concerns about the budget cuts. Please invite your fellow staff members to participate in person or to send comments.

#### *2. Teaching Professors*

KU has created a faculty position for Teaching Professors. Some concerns are being raised by traditional tenure-track faculty with research responsibilities.

#### *3. The new budget model*

Interim Provost Lejuez indicates to the University Senate Executive Committee that the new budget model will be a hybrid of a performance model based on student credit hours generated and an allocation by a committee assessing unit contributions toward strategic initiatives. At this point too little is known to assess the impact of the new budget model on individual schools or units.

Student representative – TBD

### Unfinished Business

Staff Fellows project – Waller displayed a timeline in relation to the project. Right now committees should be gathering information for an eventual report-back. Waller still hopes to use Microsoft Teams as a way to compile gathered information. There will be a training regarding Microsoft Teams; who do we want to attend? The timeline shows a preliminary report in/around March. Right now is an information-gathering phase and time to figure out how to collaborate with one another. Eventually a formal report will be voted on and moved to other administration, likely in April. Waller's timeline did not include an additional meeting with the Provost; there was a discussion about making sure we remained engaged with the Provost in conversation about the project. Waller will distribute the timeline. He will send a poll about training for Microsoft Teams.

Inclement weather – Ginavan Hayes checked on the status because she had not seen it sent for review. Faucher indicated to Ginavan Hayes she was checking with the Provost's office as the policy deals with a potential process change. Faucher will provide more information to Ginavan Hayes soon.

### New Business

### Call to Adjourn

**Call to Adjourn – Annette Delaney made the motion to adjourn at 1:33 p.m. Seconded by Melody Lawrence. Motion passed.**

### Next Meeting Schedule

#### ***FULL SENATE***

Wednesday, Nov. 14, 2018, 12:00 PM -1:30 PM, The Jay, Kansas Union

#### ***EXECUTIVE COMMITTEE***

Wednesday, Dec. 5, 2018, 12:00 PM - 1:30 PM, Governors Room, Kansas Union