



**Executive Committee Minutes
Wednesday, Jan. 9, 2019
Noon-1:30 p.m.
Discovery Room, Burge Union**

Call to Order

President Michelle Ginavan Hayes called the meeting to order at 12:03 p.m.

Approval of Minutes

Motion: To approve the Dec. 5, 2018 Executive Committee minutes, with no corrections needed. Motion made by Chris Wallace. Motion seconded by Teri Chambers. Motion passed.

Reports

President – Michelle Ginavan Hayes

The Provost Town Hall was Dec. 5. The Senate Open Forum was on Dec. 6. There was a lot of good discussion and feedback at the December Staff Senate meeting. The consensus is that the Staff Senate is ready to move on, even with concerns about budget issues. We need to accept where we are and move on and figure out the next steps in a positive way. Are we ready to make a statement as a Staff Senate? Ginavan Hayes and Robert Waller met with the Interim Provost on Dec. 14 for 30 minutes. They talked a bit about the Kansas Board of Regents meeting Waller attended on the 12th and a bit about the open forum. Spring semester meetings between them and the Provost have not been finalized on calendars, but that effort is underway. The Dec. 18 SenEx meeting was long, but full of good conversation. There were lots of different opinions in the room. There was conversation over a number of topics and opinions vary. They did ultimately draft an editorial that was sent to three news organizations in the state. Something was published in the *Topeka Capital-Journal*. Ginavan Hayes will distribute it. All of the KU governance presidents' names were on it and it was sent out before the holiday but not broadly picked up. Regarding the open forum follow-up, University Senate said all questions and comments would be presented to administration. Governance has taken the transcript and summarized questions and comments as best they can; the summary was vetted by the presidents and will be finalized, with the effort coordinated by Governance. There was an email right before Christmas about feedback about Clarence Lang and a College appointment; Ginavan Hayes has not heard anything more. Dec. 9 was the first subgroup meeting of the Family Friendly Policy Workgroup; another meeting will be Jan. 22. They have started by asking broad questions. What is a family? What is friendly? They will continue the discussion at the next meeting. A Graduate Studies task force is being formed and there was a request that Governance representatives be involved. Ginavan Hayes has seen a preliminary list of committee members and thinks there is a good mix of staff, faculty and students. Ginavan Hayes has not seen anything additional about the committee. The next meeting with the Chancellor is in early February. Feb. 6 is the next Executive Committee meeting and Carl will come. His next availability for the full Staff Senate would be at the March 13 meeting, which falls during Spring Break. This will be mentioned in full Staff Senate next week.

Waller briefed the group in the KBOR Council of President's meeting and suggested we start sending someone regularly. A variety of topics were discussed, including health care costs rising over time. Waller described a study/comparison of costs and said the study showed that Kansas seemed to be higher when you looked at the family rate level. Annette Delaney asked about the issue and referenced a graduate student insurance issue. Ola Faucher said the 3G plan is a KBOR plan and there is a small group of companies who handle graduate student health insurance. Jeff Severin asked about regularly attending the meeting; Waller said it would be worthwhile and that being there directly made a difference.

Treasurer – Ginavan Hayes announced that Melody Lawrence had to step down from Staff Senate and the Treasurer position. The full Staff Senate will need to vote next week on spending general fund monies to reimburse Waller for travel expenses to attend the meeting in Topeka, as well as for copying related to the fall Staff Senate newsletter. Currently the general fund balance is \$5,052 before those expenses are approved. Updated Pepsi fund totals will be presented to Staff Senate next week. There are two pending awards.

Diversity & Inclusion – Michelle Wilson & Jeff Severin

The committee met yesterday. Action teams continue to work on a variety of projects. They will repeat the Unpacking Whiteness event in the spring and add sessions on allyship, as well as provide trainings for the Edwards Campus. A team is working on staff resources and pulling together information from the Office of Multicultural Affairs, the Office of Diversity & Equity and new staff orientation. Recommendations are headed to HRM regarding the STEP training. An action team looking at a 360 review process to hold supervisors more accountable has met and is researching the topic and will meet again about next steps. Last summer training for all Staff Senators was conducted and additional training will be provided in summer 2019; it will likely be on unconscious bias and bystander training. A new team has been formed to work on how supervisors can encourage staff growth in diversity, equity and inclusion and the committee is looking at a potential new action team to look at developing a welcome process for new staff to connect them with individuals (specifically those of marginalized identities) to be a partner/peer as they begin their jobs at KU in an effort to help new staff connect to existing communities. Another team is working on a plan to use an existing committee meeting to be open for any staff to come to give suggestions, as questions, etc., as well as to provide online forms with anonymous feedback about diversity issues. Note there is a book discussion about the common book in late January and there are upcoming events related to Martin Luther King Jr. Day. There will be a welcome back Pow-wow at Haskell Indian Nations University on Feb. 9 and later in the spring there will be a KU Pow-wow and cultural festival.

Legislative Affairs – Jenny Flinders

The committee has a meeting next week during which they will look at the tuition assistance policy and Waller recommendations, as well as continue to look at University Senate code and staff participation. Staff Senate needs to have a detailed conversation with the Provost about the budget model because it is going to affect all of us. Ginavan Hayes said the next budget town hall is Jan. 30, and he will come to Executive Committee on Feb. 6. Ginavan Hayes and Waller hope to meet with him before that, but it could be he chooses to roll out the budget model. Flinders asked how people get nominated to serve on various committees, such as the Graduate Studies committee – how do people get involved? How do folks get nominated and how can people who express interest get more involved? Ginavan Hayes said Jennifer Hamer is the leader of the large group for Family Friendly and approached people for participation, and the staff side of the committee recommended smaller focus groups, so perhaps people could be participants

there. The group discussed perhaps speaking to the Provost about a way for more staff to be engaged, perhaps even self-identify as wanting to be involved and serve on committees. Ginavan Hayes said we need to talk about how information is worded on sections of the Staff Senate website; Flinders recommended waiting for the committee to finish the review of the University Senate code because that project could identify multiple places where information will need to be updated and everything could be done in a cohesive manner. Waller will begin sending Flinders legislative information.

Professional Development – Abby Ehling

There are two pending professional development fund applications from November and the committee is now reviewing December applications. There were nine applications but five were ineligible for consideration (they were temp workers or with Athletics or had previously received the award during the past year, etc.). At the December meeting committee members discussed a staff mentoring program and are thinking of a potential profile-based process by which both mentors and mentees could provide information and then during a speed-networking event people could make contact; this allows for people to pre-identify those they might want to talk with about mentoring. They continue to discuss what questions or information should be included in the profiles. Faucher recommended thinking through details regarding events such as a networking/mentoring one from a compliance perspective: if some of the employees attending are hourly, how would Staff Senate need to best manage the event? Is that work time or is it not work time?

Personnel Affairs – Ranu Pal & Annette Delaney

The committee met on Dec. 18 and Waller attended. Members discussed supervisor and employee relationships and identified questions such as if employees can go to supervisors with concerns. They are collaborating with the Diversity & Inclusion committee about a 360 supervisor evaluation. They feel supervisors need to have some kind of supervisory training to understand employees better. Delaney said some on the committee have concerns about how their supervisors treat them, and those conversations have led to questions about how supervisors receive training, who is training them and more. They are working to set up the next meeting.

Public Relations – Mary Murphy & Teri Chambers

The committee met Dec. 17 and has deadlines for the spring newsletter. Articles from committee chairs are due Feb. 1. They would like those articles to include what has been accomplished during the year. Articles do not have to be long and could be one paragraph. They plan to have the newsletter done by Feb. 15 so that it can be wrapped up during the week of Feb. 18-22 so it can be sent to Governance. The person who laid out the last newsletter is no longer available, but they hope to be able to use the template used in fall. The newsletter will include information from chairs and Ginavan Hayes, as well as information about elections. There will be blurbs about events on campus and other happenings in spring.

Elections – Chris Wallace

Regarding the treasurer, Susan Shaw has agreed to step in and serve as treasurer for the remainder of the year. Shaw previously served as treasurer. Executive Committee needs to vote and then it can move to full Staff Senate.

Motion: To approve Susan Shaw as treasurer to fill the remainder of the term vacated by Melody Lawrence. Motion made by Teri Chambers. Motion seconded by Robert Waller. Motion passed.

Ehling asked if in the elections information in the newsletter we needed to explain more about why people might want to be involved with Staff Senate; perhaps there could be quotes from current Staff Senators about involvement, etc. Ehling also asked about the profile information those running for Senate provide; could there be suggestions provided to make those profiles more consistent or to include similar content?

Wallace said there are two Staff Senate seats to fill, vacated by Lawrence and Richard Stephens.

From the University Support Staff Council: the council continues to work on the survey in which KU is not participating; they are rewriting the questions again.

Wallace posed a query based on involvement on the Parking Commission and asked for general feedback. Parking rates are going up again and there is a pending 5% increase. Would folks rather see that in a 5% increase this year and then nothing the next, or split in half over the next two years? Delaney said 5% at once might be too large a hit. There have been previous 5% increases. Faucher asked if the pre-/post-tax issue had been resolved. The option remains to choose the amount to be taken out pre-tax. While there was not 100% agreement, the general consensus was that the two-year split of the 5% was more palatable. Delaney said the Park and Ride lot frequently is empty; could they take that lot back down in cost and encourage folks to park there? Chamber said students say the buses do not run on a great schedule. Waller wondered if there could be guarantee about the 5% increase being “locked in” so that Parking could not come back with a surprise increase. Wilson followed up on a bus issue for Route 42; the stop by the tunnel at the Kansas Union was moved to Mississippi Street. Aaron Quisenberry said there is no longer a driver layover in that lot so the stop was moved up to Mississippi. If staff has feedback about routes, stops or other parking issues, there typically two public sessions held by the Parking Commission each academic year, including one in the spring. Wallace said KU on Wheels is funded by student dollars, so all routes are geared around getting students to and from class in a timely manner.

HRM – Ola Faucher

Faucher said two key staff are gone from HR, Monica Marcolino and Allen Humphrey. Those positions will be filled. After the Governor’s executive order on family leave for state employees, the issue is with KBOR in regard to member-institutions’ employees; the financial committee discussed it and is getting feedback from KBOR schools with KBOR looking at the issue, potentially in February.

Faculty – Kirk McClure

Faculty Senate is addressing a number of issues, two in particular with staff implications. There is a Graduate Studies task force, and there are concerns about how the body is being composed. The Provost has given the group the mandate to break into two groups, one looking at if we take the existing office and modify it, what that might look like. The other is starting with a blank slate with the question of what kind of office, if any, would we create? Faculty is concerned about the potential of no longer having a Dean of Graduate Studies. Power has been decreased considerably in the KU structure; we no longer have a Graduate School and now there are other possible changes that could decrease graduate focus and resources. The Provost indicates being open to all suggestions, but faculty does not know if there is an agenda. The other issue is the budget; they continue to meet and push on the budget model. The emerging model is more clear for academic units, as it seems largely based on student credit hours, but when the Provost is asked about what that means for service units there is no clear response. McClure does not think the Provost is necessarily withholding information, but that perhaps he doesn't know. Regarding the budget cuts, faculty remains very disappointed and thinks administration is now playing out the clock. There is no mobilization on fighting the cuts or how they are being implemented, so they will win by default. Faculty and staff will bear the brunt of the cuts. The op/ed was sent to the Kansas News Service, which indicated it typically does not run content such as that. By February deans will get their budget instructions and budgets will be put into place, and then there won't be any real say.

Student representative – TBD

Unfinished Business

Ginavan Hayes asked what we want to discuss with the Provost next month. Do we want to see the budget model and follow up on the latest town hall? The Provost will come to the Executive Committee meeting but it is an open meeting, so anyone could attend, including Staff Senators. Do we encourage Staff Senators to attend? Do we want to make an official statement? Is the basic feedback that we are disappointed in where we find ourselves in regard to the budget and that decisions are being made at the expense of faculty and staff? It was determined there should be a full Staff Senate discussion. Wilson asked where such a statement would go. Ginavan Hayes said it would be provided to the Provost and would be similar to previous Staff Senate statements about the tobacco free campus and guns on campus. Waller and Ginavan Hayes will draft a statement for Executive Committee feedback, and the draft will then be shared with the full Staff Senate for input. The goal will be for something to be ready for next week's full Staff Senate meeting. Ginavan Hayes has been called to jury duty and might not be available the first two weeks of February. Ginavan Hayes will get a larger room for the February Executive Committee meeting.

New Business

None

Call to Adjourn

Call to Adjourn – Chris Wallace made the motion to adjourn at 1:32 p.m. Seconded by Andy Jackson. Motion passed.