

FHSU STAFF SENATE

Meeting Minutes

March 5, 2024

Pioneer Room and Zoom – 1:30 pm

- 1) President Nicole Frank called the meeting to order at 1:32 pm
- 2) Roll call of Members
 - a) Per the attached Roll Call Register
- 3) Approval of February meeting minutes
 - a) A motion was made by Kerri Schiffelbein and seconded by Misty Koonse to approve the February 13th meeting minutes. The motion was carried.
- 4) Guests:
 - a) Staff Member of the Month recipient was Raeleann Weigel
 - b) Administration & Finance: Wesley Wintch (FHSU Budget Presentation) – shared his Budget Presentation with Staff Senate and some questions were asked by staff senators.
 - i) Budget Committee meets March 26th - Nicole and Les will be at the meeting.
 - c) Faculty Senate: Elodie Jones
- 5) Treasurers Report
 - a) Foundation report \$1972.64 (as of 2-22-24)
 - b) OOE report \$1155.40 (as of 2-22-24)
- 6) Social Report (Tyler Marcotte) – three cards were sent out.
- 7) Orientation Report from 2-4-24 to 2-17-24 (need report for 1-21 through 2-3?)
 - a) No longer with FHSU: *none*
 - b) New to FHSU: *none*
 - c) Job changes: *Ann Noble, Lauren Moeder*
 - d) Retirements: *none*
- 8) Cabinet Update: Cabinet met on February 28th.
 - a) President Nicole Frank shared: VP Wintch presenting on budget at March meeting. Our Events/Promotion Committee held Staff Social on February 20th, hosted by Student Success; and is currently working on a celebration for the end of the year. Our March Staff Member of the Month is Raeleann Weigel. Elections for senators will be held in April, with elections for officers in May, and the new senate will be installed at our June

meeting. We are also wrapping up our year by revisiting our recommendations from April 2023, and making revisions as appropriate.

b) Notable items:

- i) The Higher Learning Commission (HLC) has voted to continue our accreditation, with our next Reaffirmation of Accreditation in 2033-2034.
 - ii) A new email policy was presented for first read; this policy will discontinue email services for former students one year after they leave the University (for any reason), due to the high cost of maintaining these accounts. Retiring faculty and staff may still request ongoing access.
 - iii) Mold update: The company contracted should finish McMIndes by about March 1st and will then move on to Victor E Village. They are not finding a lot of mold. They are covering students' possessions, removing all allergens from rooms, and using an air scrubber.
 - iv) There will be a legislative coffee at Hays Public Library on March 2nd, sponsored by the Chamber. The president's office is putting some questions together. These events are held the first Saturday of every February, March, and April each year. Questions for coffee's can be sent ahead of time to hayscc@hayschamber.com. The Chamber updates their Facebook events with which legislators will be attending.
 - v) We are down 1.24% in SCH, which is better than fall.
- c) Detailed Agendas and Summary Notes are available through the following links:
- d) PC users <\\ad.fhsu.edu\fhsudata\UniversityDocs\Cabinet>
- e) Mac users <smb://ad.fhsu.edu/fhsudata/UniversityDocs/Cabinet>

9) Other Reports

- a) Staff Senate Committees (chair in bold)
 - i) Goals Committee (**Les Mackey**, Hannah Hearld, Tyler Marcotte, Brett Gerber, Marnie Kohl, Misty Koonse)
(1) No updates at this time
 - ii) Recognition Committee (**Hannah Hearld**, Susan Relaford, Tyler Marcotte, Tobi Neuberger, Falynn Rogers, Amy Richecky)
(1) Will meet on Friday, March 22nd to make there April selection of Staff of the month. Nominations have slowed down but keep them coming.
 - iii) Events/Promotion Committee (**Misty Koonse**, Staci Kinderknecht, Marnie Kohl, Ali Colwell)
(1) Thank you to Student Engagement for hosting our February 20th social event, pretty good turnout. The College of Arts, Humanities, and Social Sciences has offered to host our final social event for the year. It will be April 18th in Rarick Hall Foundry. The committee is currently accepting submissions for the Staff appreciation wall notes, they have already received 64 submissions.
 - iv) Scholarship Committee (**Diana Staab**, Tobi Neuberger, Raeleann Weigel, Kerri Schiffelbein, Tyler Marcotte)

- (1) Nothing until after the semester
- v) Compensation Committee (*Bob Duffy, Kerri Schiffelbein, Diana Staab*)
 - (1) Meet on February 28th, looking at data and going through information, raises, cost of living and flushing out our goals. Bob was invited to Faculty Senate meeting.
- b) KBOR Groups/Committees
 - i) UPS Council/USSC Joint Meeting (*Nicole Frank, Les Mackey, Marnie Kohl*)
 - (1) UPS/USS met on March 5th, Per an information request from our February meeting, Nicole shared the appeals processes for UPS and USS at FHSU
- c) University Committees
 - i) Library (*Lacey Wegner*)
 - (1) No meeting yet
 - ii) Staff Development (*Bob Duffy*)
 - (1) Funded 17 applications and next deadline is May 1st which will be the last deadline for this fiscal year.
- d) Shared Governance
 - i) Faculty Senate (*Brett Gerber*)
 - (1) No report have meeting March 5th
 - ii) SGA (*Les Mackey*)
 - (1) Did their allocations for all their student organizations, a very long process. Shooting Sports and Rodeo get the highest funding allocations for this.
 - iii) AAUP (*Nicole Frank*)
 - (1) AAUP met on February 21st, (They did not meet in December or January). Notable topics included Program Review. The AAUP executive team met with University administration and Faculty Senate President Elodie Jones to discuss the processes associated with program review initiative by KBOR, in which programs were identified for either Action Plan, Merger, or Discontinuance. The MOA Article 25 outlines processes should a program be recommended for discontinuance. The University has made an official statement via the provost that we have no intention to waive our program discontinuation process outlined in our MOA, and do not plan to submit any discontinuance plans to KBOR through the 24-25 process. In the event that this changes, the University will follow the MOA process.
 - iv) Updates from President Mason (*Nicole Frank*)
 - (1) The University has hired Restore & Clean to perform heavy duty cleaning of McMIndes and Victor E Village. The mold report said we didn't need to do Victor E. but we did it anyways. This will be an ongoing process, taking about one month to do each hall. Students are being given notice that their room will be done about 48 hours in advance and their individual rooms should each take a few

hours to clean. David Bollig will meet with students in halls, explaining the process. DEI is still a significant topic at the state level, and we may have to certify that there is no DEI initiative in certain processes.

- v) University Support Staff Disciplinary Action Appeals (*Jennifer Whitmer, Misty Koonse, Tyler Marcotte, Marnie Kohl*)
 - (1) No meetings have been held.

10) Unfinished Business

- a) Goals Discussion
 - i) President Nicole Frank would like to have revisions made to our goals and in place by the end of May. Strike #4 – MLK Day of service and replace it with Staff Senate recommends that executive leadership places a persistent importance on compensation for staff members. Discussion was had about revising the Goals recommendations to University Leadership. Will add new recommendations to a new draft and bring to the next meeting.

11) New Business

12) Miscellaneous

- a) Updates
 - i) Winter Convocation posted: <https://www.fhsu.edu/convocation/winter-2024/>
- b) Reminders:
 - i) **April 9th** (April senate meeting): Election of senators (Watch for email soon)
 - ii) **May 1st**: Staff Development Applications DUE (last opportunity this AY).
 - iii) **May 14th** (May meeting): Election of officers
 - iv) **April 16th**: Giving Day
- c) Open discussion of concerns, issues, communication gaps, etc.
- d) Senator Appreciation:
- e) Next Meeting: Tuesday, April 9, 2024, at 1:30pm, Pioneer Room and Zoom. Election of Senators.

13) Adjournment: A motion was made by Susan Relaford and seconded by Lisa Morgan to adjourn the meeting at 2:40 pm.

Respectfully Submitted,

Diana Staab

Diana Staab
University Staff Senate Secretary

March 5th, 2024

Officers

				Present?	Voting
President	Nicole Frank		UPS	Yes	Yes
President-Elect	Les Mackey		UPS	Yes	Yes
Secretary & Senator	Diana Staab		UPS	Yes	Yes
Past President	Bob Duffy		UPS	Yes	

Provost/Vice President of Academic Affairs

Term Ends

Present?

Voting

Senator	Amy Richecky	2024	UPS	Yes	No
Senator	Lacey Wegner	2024	UPS	Yes	Yes
Senator & Secretary	Diana Staab	2024	UPS		
Senator	Misty Koonse	2024	UPS	Yes	Yes
Senator	Falynn Rogers	2025	UPS	Yes	Yes
1st Alternate					
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

Zoom

Vice President of Student Affairs/President's Office

Term Ends

Present?

Voting

Senator	Hannah Hearld	2024	UPS	Yes	Yes
Senator	Ali Colwell	2024	UPS	Yes	Yes
Senator	Tobi Neuburger	2024	UPS	Yes	Yes
Senator	Marnie Kohl	2025	USS	Yes	Yes
Senator	Brett Gerber	2025	UPS	Yes	Yes
1st Alternate					
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

Vice President of Administration & Finance

Term Ends

Present?

Voting

Senator	Lisa Morgan	2024	USS	Yes	Yes
Senator	Susan Relaford	2024	UPS	Yes	Yes
Senator	Kerri Schifflbein	2025	UPS	Yes	Yes
Senator	Raeleann Weigel	2025	UPS	Yes	Yes
Senator	Tyler Marcotte	2025	UPS	Yes	Yes
1st Alternate	Mark Grieve			Yes	No
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

Senators Present

Alternates for Senators Present

Total Present

Need for Quorum	9	Quorum was	Met
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Guests

Darin Staab

Wesley Wintch

Elodie Jones

Christopher Olds

Johnae Robles

Jadyn Snyder

Melissa Mayers

Peony Weber

Sara Dreher

Doug Storer

Carrie Lane

Heather McWhirter

Madisyn Green

Carol Solko-Olliff

Rachel Deppenbusch
Baron Green
Sarah Patterson
Anna Towns
Kelly Lagree
Ann Noble
Shelley Bryant
Tiffany Weber
Anne Basgall
Jennifer Whitmer
Roger Weigel
Scott Cason