

## FHSU STAFF SENATE

### Meeting Minutes

August 8, 2023

Stouffer Lounge and ZOOM

- I. President Nicole Frank called the meeting to order at 1:30 pm
- II. Roll call of Members:
  - a. Per the attached Roll Call Register
- III. Approval of June Minutes:
  - a. A motion was made by Susan Relaford and seconded by Kerri Schiffelbein to approve the meeting minutes. The motion was carried.
- IV. Guests:
  - a. WorkFlex: Joe Bain, General Counsel and Shannon Lindsey, Director of HR
    - i. Currently have a Remote Work Policy- ad hoc
      1. Background what brought us to Workflex
        - a. For better of a year – Committee worked together to come up with this policy. After COVID wanted to look at Retention and Recruitment issues.
      2. Went to SLT in late Fall 2022 or early Spring 2023
      3. ELT and then back to SLT – first read at cabinet in July
      4. Staff Senate and Faculty Senate has access to this policy
      5. Basic Idea – not just remote work but also Flexible Work, Guiding Principles. Suitable form and Remote Work Agreement Form is almost completed. Senators can see details in policy and forms sent out via email.
      6. All the forms will be part of the 2<sup>nd</sup> read? Policies get reviewed how often from a cabinet perspective? Joe - this will be owned by HR and should be reviewed annually. Policy holders are responsible to review them regularly. 2<sup>nd</sup> Read official approve and for President signs off and says when it goes into effect.
      7. Needs to be an appeal process.
    - ii. Administration & Finance: Wesley Wintch
      - i. Wants to come more to the meetings, doesn't want to be disruptive to the meeting. Wants to hear and answer questions. Will do his best to be honest about answering questions.
      - ii. Move to Market – waiting for enrollment numbers do not get set until the 20<sup>th</sup> day, have a meeting, preloaded ideas for that meeting and can't make a decision until those numbers are in. Talked about doing it in October, in January, or waiting until July. Not a fan to wait until July. Most likely at

break, with contracts just easier. No decision has been made at this time yet. But that up to \$1,000 to bring them to market. If you are behind market. Should be based on position. The behind market dollars should follow the position not the person.

- iii. They have talked about compression; Wesley feels that this move to market is going to make compression worse. This plan does not address compression issues. Our consultants said: It is more important to get your employees up to market and worry about compression later.
- iv. Shannon – they did look at compression in a 4-year period with the first issue. This is our second cycle for staff positions through move to market. They did look at compression in the 4-year period with the first cycle.
- v. A question was asked: is wage compression and wage disparity always this juggling thing? Just seems like a winked problem. At the budget vote in Spring the budget committee SLT and Shared Governance – 2.5% merit and the Student Employee pay raise. Merit increase is not a bad thing, but it leads to disparity. This is based on the newest CBIS data.

V. Treasurers Report:

- a. \$2,913.94 in the Foundation account for scholarships as of July 10, 2023.
- b. \$1,351.00 in the OOE Budget account as of August 8, 2023

VI. Social Report:

- a. Cards were sent out.

VII. Orientation Report from 5-28-23 to 6-24-23

- a. No longer with FHSU: Jessica Shank, Sarah Nattier, Phyllis Parke, Abigail Hayes, Tony Wilson, Samuel Ayers, Eric Gerard, Krissy Allacher, Carolyn Tatro, Megan Purinton
- b. New to FHSU: Lucas Webster, Peony Weber, Madisyn Green, Kristopher Mercer, Taylor Vasa, Cassidy Mettling
- c. Promotions and job changes:
  - i. Promotions: Kristin Hernandez, Sherry Matlock, Talia Kahrs, Trinity Wagner, Jerrod Lies, Heather Hampton
  - ii. Transfers: Will Burns, Ramona Legleiter,
- d. Retirements: Dean Dreiling, Tony Hobson, Josie Feldt, Oveta Ford

VIII. Cabinet Update:

- a. Cabinet met June 28. Les Mackey attended.
  - i. Communication gap about fire. Trying to get the building supervisors to communicate with other people.
- b. Cabinet met July 26; Nicole attended the cabinet in July.

- i. Nicole shared with Cabinet that Senate did not meet in July, and that our next was today; as well as that President Mason and I were working together on more meaningful ways to recognize staff members. In For the Good of the Order, she shared that the Staff Senate needed clarity on how they could help shape policies that affect us, such as WorkFlex, where SA staff members received the initial copy of the proposal in advance of first reading at Cabinet, while staff members in AA and Administration and Finance did not.
- ii. Detailed agendas and Summary Notes are available through the following links which can also be found in emails from Tara Garcia in the President's Office:
- iii. PC users <\\ad.fhsu.edu\fhsudata\UniversityDocs\Cabinet>
- iv. Mac users <smb://ad.fhsu.edu/fhsudata/UniversityDocs/Cabinet>

## IX. Other Reports

- a. Staff Senate Committees (chair in bold)
  - i. Goals Committee (**Les Mackey**, *Hannah Hearld, Tyler Marcotte, Brett Gerber, Marnie Kohl, Misty Koonse*) – Haven't met
  - ii. Recognition Committee (**Hannah Hearld**, *Susan Relaford, Tyler Marcotte, Tobi Neuberger, Falynn Rogers, Amy Richecky*) - Haven't met
  - iii. Events/Promotion Committee (**Misty Koonse**, *Staci Kinderknecht, Marnie Kohl*) – Met a couple of weeks ago. Came up with list of items to help to improve morale, asked senators to select which 4 they would most like to see. Choices include: Quarterly Socials, Staff Appreciation Game with Athletics, "Thank You" Wall, Halloween Costume Contest, Christmas/Holiday Door Decorating Contest, March Madness Basketball Bracket Contest, Staff Senate Awareness Table in the Union, and Summer Carnival – in place of Tisa's staff appreciation gift in the spring.
  - iv. Scholarship Committee (**Diana Staab**, *Tobi Neuberger, Raeleann Weigel, Kerri Schiffelbein, Tyler Marcotte*) - Haven't meet, will not meet until the end of the semester.
- b. KBOR Groups/Committees
  - i. UPS Council/USSC Joint Meeting (*Nicole Frank, Les Mackey, Marnie Kohl*) – This group has not met yet
- c. University Committees
  - i. Library (*Lacey Wegner*) -
  - ii. Staff Development (*Bob Duffy, Kerri Schiffelbein, Raeleann Weigel*) – Haven't met yet – No applications yet
- d. Shared Governance

- i. Faculty Senate (*Nicole Frank, Brett Gerber*) – This group has not met yet.
- ii. SGA (*Les Mackey*) - Haven't met yet
- iii. AAUP (*Nicole Frank*) – Haven't met yet
- iv. University Support Staff Disciplinary Action Appeals: *Diana Staab, Jennifer Whitmer, Misty Koonse, Tyler Marcotte* – Meets once a year just for training.

X. Old Business - none

XI. New Business

- a. Have Wesley Wintch at our meetings and then will be asked to leave before open discussion section. To keep a safe open space for open discussions.
- b. Nicole shared that the Google Form sent out to collect a “Celebration of Work” for summer 2023 solicited responses from 9 staff members. She forwarded some or all the information for 3 of the responses to Janette Meis to be included in the accolades presentation at Convocation, as they are external items, such as chairing one's regional or national association or winning a regional or national award. Her next step is to share the items submitted with President Mason and make a plan for recognizing the work shared. Nicole will repeat this collection of responses in fall and spring and hopes to see you submitting your contributions. Need to add comments or examples for what you are asking for on the google sheet.

XII. Miscellaneous

- a. Open discussion of concerns, issues, communication gaps, etc. –
  - i. What are your thoughts on how we did things today with having Wesley at the meeting? Maybe feel the frustration a little bit coming monthly, liked that he will hear it first handed, liked the way he left the meeting. How do you get a promotion and how are they paid for? Sometimes it is a title change and sometimes it is an open position. They are filling gaps with not filling positions.
  - ii. Longevity Bonus – Compression, Retention has way gone down, Fort Hays is a good place to work, but people are leaving FHSU like flies. An incentive to stay – a longevity bonus might be a good thing. We are the only Regent University who does not get it. USS was added to their base. Policy Supervisors are supposed to annually identify which employees are being affected by compression. Do not know if this is or is not being done. Unfairness going on around campus. It was kind of hurtful knowing that student workers ranked higher than staff.

b. Staff Appreciation – Nicole would like to Thank Diana, for her work on this meeting.

XIII. Next Meeting: Tuesday, September 12, 2023, at 1:30pm, Stouffer Lounge/Zoom.

XIV. Adjournment – A motion was made by Susan Relaford and seconded by Raeleann Weigel to adjourn the meeting at 2:48 pm. The motion was carried.

Respectfully submitted,

*Diana Staab*

Diana Staab  
University Staff Senate Secretary



**Officers**

				<b>Present?</b>	<b>Voting</b>
President	Nicole Frank		UPS	Yes	Yes
President-Elect	Les Mackey		UPS	Yes	No
Secretary & Senator	Diana Staab		UPS	Yes	Yes
Past President	Bob Duffy		UPS	Yes	No

**Provost/Vice President of Academic Affairs**

		<b>Term Ends</b>		<b>Present?</b>	<b>Voting</b>
Senator	Amy Richecky	2024	UPS	Yes	No
Senator	Staci Kinderknecht	2024	UPS	Yes	No
Senator & Secretary	Diana Staab	2024	UPS		No
Senator	Misty Koonse	2024	UPS	Yes	Yes
Senator	Falynn Rogers	2025	UPS	Yes	No
1st Alternate	Les Mackey		UPS		Yes
2nd Alternate	Lacey Wegner		UPS	No	No
3rd Alternate					
4th Alternate					
5th Alternate					

Zoom

**Vice President of Student Affairs/President's Office**

		<b>Term Ends</b>		<b>Present?</b>	<b>Voting</b>
Senator	Hannah Hearld	2024	UPS	No	No
Senator	Ali Colwell	2024	UPS	Yes	No
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**

		<b>Term Ends</b>		<b>Present?</b>	<b>Voting</b>
Senator	Lisa Morgan	2024	USS	Yes	Yes
Senator	Susan Relaford	2024	UPS	Yes	Yes
Senator	Kerri Schiffelbein	2025	UPS	Yes	Yes
Senator	Raeleann Weigel	2025	UPS	Yes	Yes
Senator	Tyler Marcotte	2025	UPS	Yes	Yes
1st Alternate					
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**

- Joe Bain
- Jennifer Whitmer
- Alysia Arnhold
- McKayla Berg
- Shannon Lindsey
- Anne Basgall
- Anna Towns

Cynthia Weigel  
Tina Maier  
Wesley Wintch  
Ann Noble  
Kristen Pfeifer  
Karen Pfeifer  
Nikki Houchen  
Graham Dixon  
Shawn Hammerschmidt  
Jessie Rice  
Carrie Lane  
Miranda Schmeidler  
Peony Weber  
Scott Cason  
Sarah Taggart  
Samantha Lowry  
Amber Kincaid  
Christine Hunziker  
Maggie McCombs

Zoom