

FHSU STAFF SENATE
Meeting Minutes
April 8, 2025
Pioneer Room and Zoom – 1:30 pm

- 1) President Bob Duffy called the meeting to order at 1:32 pm
- 2) Roll Call of Members
 - a) Per the attached Roll Call Register
- 3) Approval of March meeting minutes
 - a) A motion was made by Tyler Marcotte and seconded by Kerri Schiffelbein to approve the March 11th, 2025, meeting minutes. The motion was carried.
- 4) Guests:
 - a) Staff Member of the Month Recipient
 - i) April – Aubrey Woolf – was not at the meeting in person, but was on zoom
 - b) Administration & Finance: Wesley Wintch
 - i) Tuition Committee working to give the President a recommendation of what tuition might look like next year.
 - ii) IT is working two big projects: ERP Exploration working with a consultant firm – Huron to help us use Workday better. They gave us a number of suggestions around 157 and IT is working on these suggestions. Board of Regents as part of our Cyber Security hired. This is a system wide deal.
 - iii) HR Director search – gathering resumes, will start reviewing in the next few weeks
 - iv) Athletic Director search – is on the way two already been on campus and a few more may be coming.
 - v) Budget Director search – is still in the application gathering phase.
 - vi) KBOR meeting at Pitt State next week
 - vii) Share Point came to the end of life 1 ½ years ago. Tech, Business Office, and Purchasing working on getting forms over into Workday.
 - c) Faculty Senate: Shane Schartz
 - i) Not present
 - d) Student Government Association
 - i) Not present
 - e) Online Student Government Association
 - i) Not present
- 5) Treasurer Report
 - a) Foundation Report as of March 11th, 2025, balance is \$2,336.59
 - b) OOE Report as of April 8th, 2025, balance is \$1,415.36.
- 6) Social Report
 - a) Two cards were sent out
- 7) Orientation Report
 - a) No Longer with FHSU: Lakin Pinalto, Graham Dixon

- b) New to FHSU: Easton Bradbury, George Horlick, Logan Kochanowski, Shelby Wilmer
- c) Job Changes: Madisyn Green
- d) Retirements:

8) President's Cabinet Updates

- a) Detailed Agendas and Summary Notes are available through the following links:
 - i) PC users <\\ad.fhsu.edu\fhsudata\UniversityDocs\Cabinet>
 - ii) Mac users <smb://ad.fhsu.edu/fhsudata/UniversityDocs/Cabinet>
 - (1) Due to security restrictions, the link will not work for Mac users. Make sure you are either using an FHSU Main Campus internet connection or connected to the VPN. From there, open the Finder > Go > Connect to Server > Copy and Paste the Above Text > Connect.

9) Other Reports

- a) Staff Senate Committees
 - i) Goals Committee (*Bob Duffy- interim chair, Tyler Marcotte, Marnie Kohl, Nikki Houchen*)
 - (1) Pause on awards – requested Innovation, Staff Mentoring, Staff Leadership and Staff Student Support
 - ii) Recognition Committee (*Erica Meneses-Chair, Tyler Marcotte, Falynn Rogers, Raeleann Weigel, Kerri Schiffelbein*)
 - (1) The committee has meet and made the selection for May, for Staff of the Month award.
 - iii) Events/Promotion Committee (*Marnie Kohl, Erica Meneses Tyler Marcotte, Diane Hernandez*)
 - (1) Last Staff Social will be April 22nd from 2:30 to 3:30 in Hammond Hall 108. Thank you to University Marketing for putting this on for staff.
 - (2) Staff appreciation banner – thanks to everyone who sent out thank you notes and appreciation. The committee received a few suggestions and feedback on this event, for whoever is on the committee next year to look for potential improvements on that.
 - (3) The committee continues to work on the Staff Appreciation event with Jeanette Meiss. The event will look similar to what we did last year, except this year it will be held indoors, because the date and time for the event is July 8th, 11:30 to 2:00.
 - iv) Scholarship Committee (*Diana Staab, Raeleann Weigel, Kerri Schiffelbein, Tyler Marcotte*)
 - (1) Nothing to report
 - v) Compensation Committee (*Nicole Frank,-Chair, Diana Staab, Bob Duffy*)
 - (1) Nothing to report
- b) KBOR Groups/Committees
 - i) UPS Council/USSC Joint Meeting (*Nicole Frank, Marnie Kohl, Bob Duffy*)
 - (1) FHSU
 - (a) We re-surveyed on vacation over Thanksgiving and Winter Breaks
 - (b) Working on tuition recommendation committee
 - (c) Senator elections today, officers next month
 - (d) How did this semester go by so fast

- (e) Traveling to PSU for KBOR
 - (2) K-State
 - (a) How are other regents getting participation in the senate? Our USS is down to nine senators.
 - (i) KU sends a letter (from Provost to senators/supervisors) – template in Teams site
 - (ii) Alternates (5) at FHSU
 - (b) Elections this month for USS, installation in May
 - (3) Pitt State University
 - (a) Preparing for KBOR visit next week – April 16th & 17th
 - (b) Elections are complete for our newly combined USS/UPS senate for next year.
 - (c) University Presidential search is taking place.
 - (d) Service awards were presented last week, April 1, to all faculty and staff. This also included our three outstanding faculty and staff awards and two VOYA awards.
 - (4) KU
 - (a) Elections for Staff Senate have closed. Jessica Chilcoat will be President-Elect for Marissa Marshal. The transition meeting will be on 4/9/2025.
 - (b) We have been hearing reports that not everyone received the email with the Docking Survey. Marissa and Jessica are looking into this.
 - (c) KU is planning for a hiring freeze due to the uncertainty of politics.
 - (5) Wichita State University
 - (a) Wrapping up FY26 elections. We have a strong number of nominations; however, we are seeing a low voter engagement turnout.
 - (b) Hosted our second annual Shocker Strive Conference on April 4th. It was a great day of development, and we saw an increase in registrations.
 - (i) We also awarded 5 new staff awards sponsored by the staff senate: Staff Excellence in Belonging, Staff Excellence in Engagement, Staff Excellence in Customer Service, Young Professional, and The Everyday Hero.
 - (c) In March, we voted and approved to host a new senator orientation (1/2 day) and senate retreat (1/2 day) in July to prepare incoming senators, connect with each other, and focus on the upcoming years' priorities.
 - (i) We are currently revising a proposal for an onboarding and training plan to support senators.
 - (d) Awarded two senate sponsored scholarships. One for a staff member and one for a dependent.
- c) University Committees
- i) Library (*Lacey Wegner*)
 - (1) This committee has been paused until the end of the Forsyth Library renovations.
 - ii) Staff Development (*Bob Duffy*) <https://www.fhsu.edu/administrative/adminfin/staff-development/>
 - * The Staff Development Committee will review applications four times per fiscal year: September 1st, November 1st, February 1st, and May 1st.

- d) Shared Governance
 - i) Faculty Senate (*Nicole Frank*)
 - (1) Presentation on our new professional development software company that they have been working with. Will have a vote on it. The vote was tabled.
 - ii) SGA (?)
 - (1) Had a run off for the President and President elect.
 - iii) AAUP (*Nicole Frank*)
 - (1) No report
 - iv) Updates from President Mason (*Bob Duffy*)
 - (1) Is in contact
 - v) University Support Staff Disciplinary Action Appeals (*Tyler Marcotte, Mark Grieve*)
 - (1) Nothing

10) Unfinished Business

11) New Business

- a) Senator Election
 - i) Provost/Vice President of Academic Affairs – voted by verbal affirmation
 - (1) Senators elected: Diana Staab and Anna Towns
 - (2) Alternates: Falynn Rogers
 - ii) Vice President of Student Affairs/President’s Office – voted by verbal affirmation
 - (1) Senator elected: Diane Hernandez-Ramirez
 - iii) Vice President of Administration & Finance – voted by verbal affirmation
 - (1) Senators elected: Tyler Marcotte and Patrica Gerhardt
- b) A motion was made that Staff Senate support Bob Duffy’s attendance at the KBOR meeting at Pitt State and to cover lodging and per diem up to \$250.00 April 16th and 17th, 2025, with that amount being open for discussion by the constituency. The motion was made by Patricia Duffey and seconded by Diane Hernandez. The motion was carried.

12) Miscellaneous

- a) Updates
- b) Reminders
- c) Open Discussion of Concerns, Issues, Communication Gaps, etc.
- d) Senator Appreciation
- e) Next Meeting: Tuesday, May 6, 2025, at 1:30pm, Pioneer Room and Zoom

13) Adjournment: A motion was made by Patricia Duffey and seconded by Marnie Kohl to adjourn the meeting at 2:35 pm. The motion was carried.

Respectfully submitted,

Diana Staab

Diana Staab
University Staff Senate Secretary

April 8th, 2025

Officers

Present? Voting

President	Robert Duffy		UPS	Yes	Yes
President-Elect	Nikki Houchen		UPS	Yes	Yes
Secretary & Senator	Diana Staab		UPS	Yes	Yes
Past President	Nicole Frank		UPS	No	No

Provost/Vice President of Academic Affairs

Term Ends

Present? Voting

Senator	Falynn Rogers	2025	UPS	No	No
Senator & Secretary	Diana Staab	2025	UPS	Listed Above	
Senator	Kelly Lagree	2026	UPS	No	No
Senator	Patricia Duffey	2026	USS	Yes	Yes
Senator	Lacey Wegner	2026	UPS	Yes	Yes
1st Alternate			UPS		
2nd Alternate			UPS		
3rd Alternate					
4th Alternate					
5th Alternate					

Vice President of Student Affairs/President's Office

Term Ends

Present? Voting

Senator	Marnie Kohl	2025	USS	Yes	Yes
Senator	Diane Hernandez	2025	UPS	Yes	Yes
Senator	Tobi Neuburger	2026	UPS	Yes	Yes
Senator	Dawne Leiker	2026	UPS	Yes	Yes
Senator	Erica Meneses	2026	UPS	Yes	Yes
1st Alternate					
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

Vice President of Administration & Finance

Term Ends

Present? Voting

Senator	Kerri Schifflbein	2025	UPS	Yes	Yes
Senator	Raeleann Weigel	2025	UPS	Yes	Yes
Senator	Tyler Marcotte	2025	UPS	Yes	Yes
Senator		2026	UPS		
Senator	Mark Grieve	2026	USS	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

Susan Relaford

Anna Towns

Patty Gerhardt

Roger Weigel

Shawn Hammerschmidt

Wesley Wintch

Johnae Robles

Anne Basgail

Aubrey Woolf

Staci Moore

Brenda Hampton

Linda Kepka

Molly Lofstrom

Shelley Bryant

Carrie Lane

Amy Gregg

Ann Noble

Sara Dreher

Sarah Patterson

Kenadee OBrien

Kristin Herl

Carol Solko-Olliff

Jadyn Snyder

Maggie McCombs