

FHSU STAFF SENATE
Meeting Minutes
August 26, 2025
Pioneer Room and Zoom – 1:30 pm

- 1) President Nikki Houchen called the meeting to order at 1:31 pm
- 2) Roll Call of Members
 - a) Per the attached Roll Call Register
- 3) Approval of Last month's meeting minutes
 - a) Approval of April meeting minutes
 - i) A motion was made by Patricia Duffey to approve the April meeting minutes a second by Diane Hernandez.
 - ii) A motion was made by Dawne Leiker to approve the May meeting minutes a second by Erica Meneses
 - iii) A motion was made by Anna Towns to approve the July Special meeting minutes a second by Tyler Marcotte

(1) All in favor of these motions. The motions passed unanimously.
- 4) Guests:
 - a) Staff Member of the Month Recipient
 - i) Karen Pfeifer, Library Specialist for Collections and Resource Development
- 5) Treasurer Report
 - a) Foundation Report: \$2,529.57 as of 8-26-2025
 - b) OOE Report: \$1,677.00 as of 8-26-2025
- 6) Social Report
 - a) No cards have been sent out
- 7) Orientation Report – 7-20 thru 8-16-2025
 - a) No Longer with FHSU: Brooke Becker, Edward Ano, Courtney Bartling, Dr. Ibrahima Fatin Yaro, Tiffany Reddig, Amy Gregg
 - b) New to FHSU: Brennan Edwards, Christine Sander, Corey Isbell, Jan Klaus, Maria Alcantara Galvao, Krissy Allacher, D'Marcus Chase, Dr. Georgia Spencer, Elizabeth Weber, Erin Bieker, Victor Perez
 - c) Job Changes: Benjamin Schears, Mona Dreiling, Rebecca Newell, Ryuta Sakai, Steven Plante II, Trevor Meier, Bonnie Werth, Brady Kreuter, Braiden Meyers, Jessica McGuire, Kristen Pfeifer, Ryan McHenry Will, Travis Dreher, LaNette Steckline, An
 - d) Retirements:
- 8) President's Cabinet Updates
 - a) Meeting for August is August 27th at 10:00 am in person this year.
 - b) 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 (You do not need to be a senator to be on a committee)
 - i) Goals /Compensation Committee (*Nikki Houchen- chair, Tyler Marcotte, Robert Duffy, Dawne Leiker, Nathan Baczowski*)
 - ii) Recognition Committee (*Erica Meneses-Chair, Tyler Marcotte, Fallynn Rogers, Patty Gerhardt*)
 - iii) Events/Promotion Committee (*Erica Meneses Tyler Marcotte, Diane Hernandez, Patty Gerhardt*)
 - (1) Planning on doing the following: Fall Social, Halloween Contest, Christmas Door Contest, Two Spring Socials, Staff Appreciation Wall, and Staff Summer Appreciation.
 - iv) Scholarship Committee (*Diana Staab, Tyler Marcotte, Tobi Neuburger, Lacey Wegner, Molly Lefstrom*)
- b) KBOR Groups/Committees
 - i) UPS Council/USSC Joint Meeting (*Nikki Houchen, Bob Duffy*)
- c) University Committees
 - i) Library (*Lacey Wegner*)
 - (1) This committee has been paused until the end of the Forsyth Library renovations.
 - (2) The top floor is 90% done, but the bottom floor still has a lot left to be done yet. Target date is Spring 2026.
 - 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
 - (1) Diane Hernandez will attend the meeting August 27th at 3 to 4:30 pm
 - ii) SGA (*Nikki Houchen*)
 - iii) Online SGA (*Patricia Duffey*)
 - iv) AAUP (*Nikki Houchen*)
 - v) Updates from President Mason (*Nikki Houchen*)
 - vi) *University Support Staff Disciplinary Action Appeals* (*Tyler Marcotte, Mark Grieve, Diana Staab*)
 - (1) Meeting Wednesday, August 27th, 2025 for training.

10) Unfinished Business

- a) Staff Senate open seats
 - a. There are open spots for senate seats in all three constituencies.
- b) Secretary position on the Executive Team

- a. Anna Towns will be the Secretary for the September meeting as Diana will not be there and we still do not have a permanent secretary for the 2025-2026 year.

11) New Business

- a) The KBOR meeting is September 17th, 2025, in Topeka and President Mason will be introducing all the Presidents of our Shared Governance Teams. Nikki asked the group to approve \$300 for her travel to the meeting.
 - i) Robert Duffy asked if there were any questions about the travel to the KBOR meeting. A motion was made by Lacey Wegner to approve \$300 travel for Nikki so that she could attend the KBOR meeting. Anna Towns seconded the motion. The motion passed unanimously.
- b) Veteran's Day is on Tuesday, November 11th which is our November meeting. There was a motion made by Patricia Duffey to move the meeting to Tuesday November 18th, 2025, and seconded by Erica Meneses. The motion passed unanimously.

12) Miscellaneous

- a) Updates
- b) Reminders
 - i) FSC: Event Tea & Talk on September 18th at 8:00 am in the Art & Design Artium
 - ii) Trivia Night – August 27th
 - iii) First Home Football Game – August 28th
 - iv) RS) – Advisors for Clubs Meeting – September 4th, at 3:00 pm in the Ballroom
- c) Open Discussion of Concerns, Issues, Communication Gaps, etc.
- d) Senator Appreciation:
 - i) Thank President Mason for the refreshments for our meeting
- e) Next Meeting: September 9, 2025, at 1:30 pm in Stouffer Lounge and Zoom

- 13) Adjournment: A motion was made by Lacey Wegner and seconded by Erica Meneses to adjourn the meeting at 2:29 pm. The motion was carried.

Respectfully submitted,

Diana Staab

Diana Staab
University Staff Senate Secretary

August 26th, 2025

Officers

				Present?	Voting
President	Nikki Houchen		UPS	Yes	Yes
President-Elect	Tyler Marcotte		UPS	Yes	Yes
Secretary & Senator	Diana Staab		UPS	Yes	Yes
Past President	Bob Duffy		UPS	Yes	No

Provost/Vice President of Academic Affairs

		Term Ends		Present?	Voting
Senator	Anna Towns	2027	UPS	Yes	Yes
Senator & Secretary	Diana Staab	2027	UPS	Listed Above	
Senator		2026	UPS		
Senator	Patricia Duffey	2026	UPS	Yes	Yes
Senator	Lacey Wegner	2026	UPS	Yes	Yes
1st Alternate	Falynn Rogers		UPS	No	No
2nd Alternate			UPS		
3rd Alternate					
4th Alternate					
5th Alternate					

Vice President of Student Affairs/President's Office

		Term Ends		Present?	Voting
Senator		2027			
Senator	Diane Hernandez	2027	UPS	Yes	Yes
Senator	Tobi Neuburger	2026	UPS	No	No
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		2027	UPS		
Senator	Patrica Gerhardt	2027	UPS	Yes	Yes
Senator		2027	UPS		
Senator		2026	UPS		
Senator	Mark Grieve	2026	USS	No	No
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

Molly Lefstrom

Russ Irby

Wesley Wintch

Kelly Lagree

Christopher Olds

Ann Noble

Shawn Hammerschmidt

Daniel Disney

Katie Lunsford

Melissa Mayers

Kenadee O'Brien

Cheryl Shubert

Sarah Taggart

Kristen Pfeifer

Raeleann Weigel

Vivian Zimmerman

Bonnie Werth

Amy Richecky

Roy Ibarra

Lauren Kent

Sarah Patterson

Maggie McCombs

Kerri Schiffelbein

Christine Sander

Bridgette Yaxley

Shelley Bryant

Doug Storer

Nicholas Davidson

Carol Solko-Olliff

Karen Pfeifer

Deborah Pfeifer

Brenda Hampton

Alyssa Balandran

Nicole Frank

Nathan Baczkowski

Susan Penka

Baron Green

Amy Meder

Johnae Robles

Jadyn Snyder

JoAnn Tomecek

Marnie Kohl