

## **Staff Senate Meeting Agenda**

Tuesday, July 12, 2022

Hybrid meeting – Physical meeting space CH 166 and Zoom

### **In attendance:**

Greg Larson, Derek Parks, Deb Rittgers, Doug Cushenbery, Josh Jenek, Shelby Clark, Carleen Dvorak, Don Shafer, Diane Mangus, Bethanie O'Dell, Aileen Miller, Stephanie Mohling-Stites, Sheri Brooks, Teddi Davis, Joel Ewy, Ray Lauber, Linda Parks

President Josh Jenek called the meeting to order.

### **Secretary Report:** Minutes from June Meeting

Shelby Clark moved to approve the June 2022 minutes; Debra Rittgers seconded.

### **Old Business:**

- **Satisfaction Survey update** – Joel Ewy and Doug Cushenbery  
Doug reported the committee will meet later in July. Will discuss ideas how to share results of surveys. Will bring back to the Staff Senate for input.
- **Ideas for President Hush** to move the university forward – send to Staff Senate Leadership  
Josh reported the meeting will be scheduled for August 24 and will be both incoming and outgoing presidents.

Joel Ewy asked leadership to bring up childcare issues to President Hush, perhaps partnerships with community to improve daycare situation for our employees.

### **New Business:**

- **Market increases and Merit Increases**  
Greg Larson reported that market increases are completed by each department. If you haven't heard, check with your supervisor.  
Josh reported that merit increases should happen sometime in August.
- **Staff Senate scholarships**  
Josh reported a vote is needed on releasing fund for the two students who applied for the Staff Senate scholarship. They are Aubrey Hinrichs and Elijah Dexter. Have \$2,800 available. Will split between them for \$1,400 each.  
Doug Cushenbery moved to split the \$2,800 available scholarship dollars equally between Aubrey Hinrichs and Elijah Dexter. Carleen Dvorak seconded. Motion passed unanimously.
- **Morale Boosters**

Josh reported there are tentative plans for a morale booster on July 28, a happy hour at the alumni center. More details later.

Josh also reported another Coffee with the President will be set up for September so staff and faculty can pick the president's brain about his ideas for campus.

Lindsay Bays brought up that we are trying to plan some kind of morale booster activity for each month. She noted that was a lot of party planning and wondered whether anyone else had ideas for morale boosters. Lindsay suggested we could plan for an entire year.

- **Report from Ray Lauber, Human Resources**

Ray took questions about the market and merit pay increases. The initial market increases came as different leadership across campus sat down with President Hush. These discussions included looking at data about specific positions in departments and whether they had issues with hiring and retention. Other discussion was what the expectations were for each position in a department. These discussions led to market raise decisions.

He noted that the CBIZ study is still happening with Fort Hays. We should have that report later in the fall, which could lead to more pay changes for market factors.

Members shared frustrations that the rumor mill makes it clear some departments received raises, others didn't — but have not been specifically told that. Ray was asked to relay to leadership that better communication is appreciated. If someone did not get a market increase, please tell them so they know.

As for merit raises, Ray explained that, although the governor, legislators and media continue to talk about a 5% merit pay increase for state employees, higher education institutions do not fall under the governor's control. Instead, the legislators must approve allocation to ESU's funding from the state general fund. This means that what has been publicly said about 5% will more likely be about 2.5% increase at Emporia State.

Ray also confirmed that departments on campus that are self-funded (meaning the university cannot budget money for them — Residential Life and TRIO are two) must find the money in their own budgets to pay any authorized raises.

Remote Work Policy. Ray reported that the remote work policy has approval from the Leadership Team. With some final touches, it will go to President Hush for official approval. He noted that the policy includes processes for approval of individual requests. In general, Ray said, decisions about remote work could come from two different routes:

- A department/supervisor decides that a job is best done remotely (an example is a recruiter in Human Resources)

- o An employee asks their supervisor for permission to work remotely and presents a proposed plan.

Ray noted that early decisions may be more cautious (perhaps more denials than approvals) until the campus can see how specific situations work. He also noted that decisions also must weigh whether we can continue to meet the needs of students, including their desire for a vibrant atmosphere on campus rather than closed and locked offices.

Ray also explained the difference between remote work and flex work. Remote work is a longterm, set arrangement. Flex work is a temporary change needed by an employee for a specific purpose (examples are repairmen at home for a few consecutive days, needing to take a dependent to out of town appointments). The employee is able to continue to work just not in their offices during these short times.

- **Scholarship fundraiser** — Josh asked for ideas for a scholarship fundraiser during the fall.

Greg Larson moved the meeting adjourn. Carleen Dvorak seconded.

The meeting adjourned at 3:15 p.m.

**NEXT MEETING:** Tuesday, August 2, at 2:30 p.m.

**NOTE:** Beginning in September, meetings will move to 2 p.m. to allow our Faculty Senate representative to attend Faculty Senate meetings.

Respectfully submitted,  
Gwen Larson