

## **Staff Senate Meeting Minutes**

Tuesday, September 13, 2022,

Hybrid meeting – Physical meeting space CH 166 and Zoom

### **In attendance:**

Josh Jenek, Greg Larson, Maria Solis, Doug Cushenbery, Gwen Larson, Debra Rittgers, Shelby Clark, Diane Mangus, Carleen Dvorak, Kim Gaines, Sheri Brooks, Teddi Davis, Tasia Markowitz, Derek Parks,, Joel Ewy, Renee Bass, Katie Martin, Lindsay Bays, Shari Scribner, Don Shafer, Linda Parks, Christina Thomas, Stephanie Mohling Stites, Becca McKenzie, Cassie Dieker

President Josh Jenek called the meeting to order at 2:05 p.m.

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

Debra Rittgers moved to approve the minutes; Doug Cushenbery seconded. The vote passed unanimously.

### **President's Report:**

- Staff Senate Presidents' Report –
  - We will have a representative from Staff Senate leadership on President Hush's Leadership Team Meeting every Monday at 9 a.m. All shared governance will be represented at these meetings to include Faculty Senate and ASG
- President's Council Meeting – Notes from President's Council emailed out - Next President's Council is September 19
- Statewide UPS Group – Greg — everything is in the report attached at the end of these minutes.
- KBOR Report – No report – minutes available on KBOR website

### **Committee Reports:**

- Athletic Advisory Board – Jayme Gillund — no report
- Faculty Senate – Gwen Larson  
First meeting was Sept 6. It was primarily housekeeping for the new year. Gwen is appointed to the Academic Affairs Committee. That group's first meeting is this afternoon at 3:30 p.m.
- ESU Tuition and Budget – Greg Larson, Stephanie Mohling-Stites — no report
- Parking – Sheri Brooks, Deena Wilson, Kim Gaines, Sandy Sasidhar — no report
- University Diversity and Inclusion Alliance — Becca's term is up, Cassie Dieker has volunteered to represent Staff Senate on this committee. Thank you, Cassie.

- Satisfaction Survey update – Joel Ewy and Doug Cushenbery
  - Joel reported they have been meeting every two weeks for last month. We have survey results. Now we are just poring over them and reading through them all for initial feedback and thoughts. Working toward what we will do to collect feedback from people.
  - We were given two reports that separated USS and UPS; we requested a single report with both groups.
  - In response to a question whether there is much difference from the first survey, Joel said there was not.
  - The plan is to release a report in about a month.
- Debra Rittgers shared information from The Teachers College admin meeting. They would like Parking to put better signage in the parking lot on the north side of Visser. Also, one row of parking — far north next to tennis courts — is now Violet. Sheri Brooks said she would share the feedback with the parking committee.

#### **Old Business:**

- Meeting with President Hush Aug 24 – Josh Jenek
  - Requested for the results from the satisfaction survey to be compiled into one group for greater clarity and accuracy.
  - Flexible work schedules were discussed, and the request would be to leave it up to direct supervisor. The would have better sense of office flow and what would work.
  - Remote work was also requested to be delegated by direct supervisor.
  - If anyone has comments about CECE closing to report to Ken, email Josh and he will pass along.
- Meeting with CFO Diana Kuhlmann –
  - On-campus enrollment is down a couple hundred – AOP enrollment is up –
  - ESU will be dipping into reserves to balance budget,
  - continuing student population is shrinking,
  - Out of state recruitment will start next fall – out of state students will be allowed to pay “in-state rates.” Even 100 new out of state students will make up revenue differential.
  - Res Halls are normally at 85-90% capacity – they are currently at 65% (Break even is 80%)
  - ESU got additional funding from state, some ongoing, some not; will offset some losses. Also additional funds to take down Butcher. Also about \$2 million for IT security.
- Questions for Ray Lauber, Human Resources: Why the 2% was across the board and not a merit? Is there still a Merit increase in the works?
  - Ray said the Leadership Team looked at the totality of the system at the university. CBIZ continues to look at pay boards, which is a market comparison of our pay structure. Giving a 2% across-the-board raise allows ESU to make progress. The cost of living

adjustment has outpaced what we could give as raises. Leadership Team continues to talk about how to build into our processes ongoing mechanisms for merit raises. We hope to have CBIZ data back this fall.

- o Ray said the goal of CBIZ is to look at how we pay competitive rates and make adjustments depending on what it looks like when the data comes back.
- o **Workforce Management:** What does the document mean to campus/staff?
  - Ray reported that the Kansas Board of Regents created the Workforce Management Policy to help universities adapt to marketplace changes brought about during Covid. Framework provides another tool in toolbox that ESU would be able to take a look at.
  - The framework goes until Dec. 31, 2022, then expires. If ESU uses that framework, it would need to be used in next about 3 months. Policy and Framework sunsets; would use processes in our policy manual.
  - We have a number of processes that are defined. We have mechanisms in place from staff side that are straightforward when talk about layoffs, changes (like moving positions to a different department).
  - In response to a question about whether Staff Senate could receive talking points to share, Ray said that a lot of what framework has in place, Emporia State already has in place on the staff side.
  - He also shared that anyone who would be affected by policy would have a separate appeals process; more formal, goes through state. Could suspend different pieces of our policies to follow this process. Protocols in policy manual on staff side mirrors what we have.
- o **Open Enrollment:** We are waiting for additional information. Anticipate a condensed support around open enrollment, which is Oct. 1-31, 2022. On-campus will have regular supports like group sessions through Oct. 15. This is an **active enrollment**. Your choices in 2021 do not roll over. Everyone must sign up again. Virtual sessions available to learn about changes to plan designs. There are changes in the vision vendor also deductibles/copays/coinsurances and changes to incentive program as well. Watch for emails.

#### **New Business:**

- Vote in new member- Maria Solis
  - o Greg Larson moved to make Maria Solis a member; Jaden Rahe seconded; the vote was unanimous
- Vote in any members who have not been voted in yet
  - o Cassie Dieker, Linda Park, Tasia Markowitz
  - o Shelby Clark moved to vote in these three as members; Greg Larson seconded; the vote was unanimous.
- Workforce Management Discussion. These were the comments shared:

- o Student sit in planned 10 a.m. Wednesday.
  - o The framework for ESU is set in motion; not much we can do about it now.
  - o Topic is on agenda tomorrow for KBOR action
  - o Consider how are we going to be future-ready on this campus? Regents stated we will reimagine higher education; there is pain in beginning because we haven't done anything to listen to students. We kicked the can down the road long enough; we need to make stark decisions.
  - o Concern with tight turnaround for feedback. More time would be preferred.
  - o Noted the framework expires on Dec. 31.
  - o Current leadership truly has a heart for this university.
- September event moved to October morale booster – Cookie Delivery – will include Satisfaction Survey - One-on-one interviews
  - Need morale booster event ideas for November and December –
    - o Josh will ask Ned for ideas
    - o Let Diana know what we are doing
  - Debra Rittgers share more from The Teachers College admin group meeting, specifically about problems with the Banner upgrade. She said a little more lead time would have been nice. Also it was announced as maintenance then turned into a total overhaul.
    - o Who has access to what pieces of Banner go to Registration.
    - o There is another update coming for advising with May the goal.
    - o Sheri Brooks said Registration is specifically looking for advising and training as well.

**Announcements:**

Next meeting – Tuesday, October 4th, at **2:00 p.m.**

Adjourn — Doug Cushenbery moved to adjourn the meeting; Lindsay Bays seconded.

The meeting adjourned at 2:58 p.m.

Respectfully submitted,  
Gwen Larson