



January 17th, 2017

Present: Denecia Angleton, Connie Basquez, Angela Beatie, Johny Buchanan-Spachek, Linda Claypool, Crystal Dilbeck, Renea Goforth, Kimberly Gutierrez, Matt Houston, Angela Linder, Walter Mayne, Sheryl McKelvey, Hercilia Thompson, Karen Wilson, Lisa Wood and William Wray.

Excused: Jama Challans, Rosemary Hendricks, and Randy Sessions.

Unexcused: Debra Herndon.

Guests: Judy Espinoza and Matt Johnston.

- I. Call to order/Welcome
- II. Senate President Update:
 - COPs/KBOR/USSC – Johny presented. The USSC respectfully requested that the KBOR policy manual be updated to reflect the change from Classified employees to USS.
 - Presidents Council – Up-dating our constitution and bylaws to revise it to reflect the change to USS and to better align the constitution with the university strategic plan.
 - UP Senate – UP President is working with Johny on our table presentation January 19 for University Day on the Hill. Legislators will walk by our tables on the first floor. Our focus is Community Outreach and Student Opportunities. We will take some cool technology with us. We are hoping to stand out.
 - Professional Development Committee – We have an email and the website will be ready by January 19. There are so many resources available on campus and we want to pull them all together to be in one places- links and pages.
 - Question- What was the response from KBOR about updating the KBOR manual? Answer- Blake Flanders (Regent) was at the meeting, he just shook his head like “yeah”. I left them the section we need to be update. COPS did present that again at KBOR. They seemed receptive.
 - Question- What is this Professional Development Committee going to be? Answer- It’s Sheryl Propst from HR, Johny, Beck North (President of the UP Senate), Caleb Loss, and Randy Wear. These are the foundation and we will build- eventually it will be a larger group that will keep adding to the resources. Remember the survey we sent out? We are using all the information gathered to decide what we are doing. Caleb is trying to get some grant funding so we can offer resources that cost, without the employees having to pay. Its services, training, activities, resources and tools- Shocker “START”. When the website is up, I will send out link so you can test it. It is a continuing work in progress.
 - USSC Mission Statement- Is still in progress, this will not go to KBOR, will just be a tool in house to help new officers understand the purpose of USS Senate. Each year we can add a paragraph about what we accomplished.
- III. Continuing business
 - Finance Report – Renea Goforth- we have just over \$2500 in our account. Johny will be staying overnight in Topeka for the Day on the Hill- approved last meeting.
 - CBIZ Job Descriptions – Still a work in progress. This is a big project, we will keep you updated.
- IV. New business



- Denecia, Renea and Johnny met to discuss revising our constitution, including how many senators we need and if we need an executive committee, (this seems to be just another meeting). We are still at 391 USS. We also need a new mailing list. The small committee will meet again to discuss this.
- Questions- Is the executive committee in our bylaws? Answer- Yes. Therefore, if we need to change the executive committee we would have to do a full vote- to every USS employee.
- Elizabeth King will speak at our February 2017 meeting for the foundation report.

V. Senate Committee Reports

- Alternative Service Committee – (performance evaluations, grievance policy) – No Report
- Communications- the newsletter went out; we have not touched anything on Facebook or twitter. We lost Robbie, any volunteers to join this committee.
- Community Service- we talked about helping with the food pantry, Listen made a map of the area surrounding the university. He was asking for ideas of what we can do for our surrounding committee. He also liked the idea of a Spring food drive
- Constitution – Met and discussed revisions needed.
- Elections – Not currently active.
- Shocker Pride – The nomination form is on our website. The dates have changed. Nomination forms are due February 1 and the event is March 14.
- Shocker Scholarship- We have not decided, but we should move forward. We need to find out how much money we have in the account. Johnny can find out.
 - i. Do we want to do a campaign to have people donate to our scholarship account? There is a graphic on WSU TV inviting people to donate to our scholarship funds.
- Town Hall- Our constitution does say that we hold a Town Hall once a year, but since we do not have many new USS, did the committee meet? No one volunteered to be on the committee.
 - i. We need to decide what we want it to look like. Angie suggested a meeting with the executive team- provide an update to the staff, like the UP Senate. Renea- We need to provide an open meeting to invite all of the USS to attend.
 - ii. When? We need to find out when the executive team is available.
 - iii. We could have it after the legislature has made some decisions about the budget, or when it is warmer.
 - iv. We could do it in an auditorium room or the CAC Theatre.
 - v. People have questions about State Senate arguing about open carry and the “Shock the World” \$250 million campaign, Innovation Campus, Food Truck Court area.
 - vi. We could have some light refreshments as well.
- New Healthquest portal- The email we have been getting is real. The first few emails had a broken link, but they have fixed it now.
 - i. Question- Where do you go to do self-reporting? Answer- We do not do any self-reporting. We will have to find out more information.

VI. Other business/As May Arise

- The boardroom is not available after June 2017. Should we make new arrangements for the new senate for next year? They want to use this room for internal LAS meetings. We could book in the RSC.
- Johnny- I did ask Carla Mann about the Student Food Bank. She suggested we check with SGA President and SGA Chief of Staff. Carla went to UP.



- A campus climate survey went out- we have the results back. Does anyone on the Senate want to attend the Climate Survey committee meetings? The committee will be sending information to the President's Diversity Council. Currently all three senates do not have a voice on the Diversity Council. All of the presidents requested to be included. Gene was going to take that to the council and we will see what they say. If anyone is interested in attending- please let me know. How often- every two weeks.
 - The Distinguished Service Award form is on the website.
 - In April, we need to get started on the elections. We need to update our website.
 - Traffic Appeals Committee- will just be moving violations and there will be a different parking committee.
 - Could anyone else go to the COPS/KBOR meeting on January 18? Let Renea know.
- VII. Suggestions for future speakers.
- New VP for Student Affairs
 - New VP for Finance
 - New Physical Plant Director
- VIII. Motion to adjourn