

University Support Staff Meeting Minutes

March 9, 2022

I. Call to order

Terry Pierce called to order the regular meeting of the University Support Staff at 1:30pm on 3/9/22 in the Meadowlark room of the OSC.

II. Attendees

Barb Barto, Terri Blessent, Michelle Hensley, Diane Letner, Woody Lopez, Tonya Pentola, Terry Pierce, Joe Sheehy, Cindy VanBeece, Stephanie Willis, Heather Winzer, Dan Workman, Mary Jo Meier, Dr. Steve Erwin.

III. Approval of February minutes – Accepted.

IV. Guest Speaker, Angela Neria, CIO PSU

- a) Annual survey currently out. Please complete if you have not.
- b) Phone Upgrade – current system is from the 1970s. We now need newer abilities such as forwarding. They will be soon coming to depts. to make suggestion on what might work better.
- c) Work Order System – they have acquired School Duty as our new system, moving out of GUS, should be up and running by the end of fiscal year.
- d) Academic Affairs – they have created new programs for the Schedule, Degree Audit, Assessment, & Roadmap that will fit into the new SIS if needed.
- e) Google Email Transition – Google wanted \$250 million to keep using their system, current employees have already been moved over to the new system and students will be moving soon.
- f) FinAid Oracle - the process will be starting this month and take 12-18 months to complete, next will be the SIS which will take another 12-18 months.

V. Treasurer's Report – Carrol Bell emailed me the report. No new expenditures from Budget account. No new expenditures from the Foundation account.

VI. Other University Reports

Unclassified Professional Senate President – Mary Jo Meier, they have handed out 9 scholarships, new officers have been elected but still looking for 3 new senators.

Faculty Senate President - Shawnee Hendershot, not able to attend.

VII. Senate President's Report from meeting with University President, Dr. Scott

- a. Met Friday 03/04 at 10:00 a.m.
- b. Omnibus meeting in May, that is when the State budget will be finalized
- c. Dr. Scott is encouraged about the proposed 5% raise in the budget
- d. Dr. Scott is optimistic about the proposed \$45.7 million budget for the KBOR system
- e. Dr. Scott is encouraged about the Deferred Maintenance funds for the University
- f. February revenues for the State were \$18 million over estimates
- g. He expresses hope and optimism.
- h. April 1st is Dr. Scott's Retirement Celebration, he would like to see everyone there.
- i. There will be a second town hall in April, when the budget process looks a little clearer

VIII. USS Council Conference Call – Terry Pierce

Hello UPS and USS Council Members! A few things to mention in this email:

1. I reported at the February COPS meeting about the upcoming climate survey.
2. KBOR is coming to FHSU in April and will keep you updated in my involvement with them.
3. Attached are the meeting minutes from February, thanks Brian at KU!
4. Reminder that email addresses of UPS and USS employees are to be sent to me by end of day on March 11th, so I can send Docking Institute all emails to start loading in the survey.
5. Please send school reports for our March meeting by end of day on March 11th.
6. Reminder to send anything to me, or report it at the March meeting, about what your campuses are doing in relations to the menstrual products question that was sent out.

IX. Committee Reports

- a. Elections: 2 open positions. Tonya Pentola was nominated for President Elect but declined the position. No President Elect was elected.
- b. Public Relations: NA
- c. Welcoming Committee: Diane Letner – Lori Harman, custodial
- d. Parking Committee: Cindy VanBecelaere – NA
- e. Board of Governors: Michelle Hensley – NA
- f. Strategic Planning Committee: Terri Blessent, NA
- g. Information Technology Council: Michelle Hensley – See Angela's report to senate
- h. University Legislative Coordinating Council: NA
- i. University Revenue Planning Committee:
 - a. reviewed historical materials and trends

- b. discussed enrollment which is down FY16-FY21, FTE down 20.4%, headcount down 15.3%
- c. Some discussion on the budget.
- j. Survey Committee: Notes attached.

X. Old Business

Satisfaction Survey to be launched in April – Results by August 2022

XI. New Business

Dr. Scott Retirement Celebration, April 1. He'd like to see everyone there, Bicknell Center.

XII. Good of the Order

Next Meeting, 4/13/22, 1:30pm, Meadowlark room of the OSC.

XIII. Adjournment

Terry Pierce adjourned the meeting at 2:15pm.

Minutes submitted by: Michelle Hensley