UNK Staff Senate Monthly Meeting Minute Minutes Remote

September 15, 2020 10:30 a.m.

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| Category | Attendance | Name |
| Administrative/Managerial Professional: | PPPPPP | Alyssa Wyant – President Tom Knott – Vice PresidentDustin Favinger Amy Jacobson Lori SkarkaLisa Mendoza Klingelhoefer |
| Office: | PPPP | Carissa SannyStacy Darveau - Secretary Laura Tadlock – TreasurerHolly Peterson |
| Service: | PP | Matthew Christiancy Tim Franco |
| Ex-OfficioPast President Ex-Officio | PP | Chelsea Swarm Carmen Brewer |

1. **Employee Achievement Award-** Betsy Warren: Kristy Buchmeier read portions of Betsy’s nomination letter.
2. **Teamwork Excellence Award-** Custodial, Utilities and Building Services Facilities: Supervisors are Brenda Marker, Steven Clevenger, Brent Bengtson, Kirk Vollmer, Dan Hill and Toby Badura. Kristy Buchmeier read a portion of the nomination letter.
3. **COVID Panel -** Todd Gottula, Wendy Schardt, Cindy Ference John Falconer: A covid panel was invited to speaking to COVID policy on campus
	1. **Random Testing**: John said they are looking at 4 different groups (student who live on campus, student who live off campus, faculty and staff). The goal is to be able to track disease prevalence among the 4 groups. Use a random number generator to select people. Testing on Monday & Tuesday evenings. From the invites, they need about 30 people from each group to show up. Response rates have been low. Under one third of the invitees to the random testing have actually responded and shown up for testing. Of the people who have shown up there have been no positives. Questions were asked if daytime hours be available. John said that we are at the mercy the testing folks.
	2. **Contact Tracing**: Wendy reported. They have hired 2 contract tracers hired at the beginning of the year. Need training to do this. When someone is positive for COVID, they are called and asked to give a list of individuals who they were in contact of less than 16 feet and who were not wearing a mask. Cannot tell who was tested positive but do ask about symptoms. Isolation means a positive Covid 19 test. Quarantine means they have been in contact with someone who is positive. In order to return to class or work need to have improving symptoms. No fever. If you have symptoms, need to isolate until you get a test. Students in isolation have their own bathroom and cannot leave. If in quarantine, they are able to leave and get food. They have to keep a log of symptoms so can determine when these students can return to work or class.
	3. **Confidentiality:** Questions were asked about how to remain confidential when work is a small office and it is apparent that this person has had contact. Wendy reminded the group of HIPAA regulations and to make sure individuals do not spread confidential information if there is something they do happen to know.
	4. **Campus Clear:** What percentage of students are using? Cindy reported that we started strong and are dipping a bit. Today, there are 419 reported roughly 19%. People do report during the day so the number will rise throughout the day. The app is used to get a snapshot of where campus is at. They reach out and contact individuals as needed. If you do know of someone who is symptomatic, please have them report to the Public Health Center.
	5. UNL & Hastings College are reporting COVID Stats on the Website. Will UNK do this? John suggested looking at Northwest Missouri State. He was not sure if putting this up every day is a good use of time for staff at UNK. That’s why they have chosen to send the weekly emails. They will be adding a couple of factors to the stats that they do report each week. Todd said that if they see spikes or clusters, they will break away from the weekly update and report a little more often.
	6. **Talk about the different Phases at UNK**. Are we still in Phase 1 or have we moved to Phased 2? John say we are still in Phase 1. The Emergency Operations Team meets every 2 weeks. Will meet again on Friday. Some factors concern what is happening in Buffalo County and now that the State has moved to another phase
	7. Media Communication: Todd reported that time is not always on our side. Sometimes in the interest of time, they do use the media to get the information out quickly, sometimes it’s not planned. Sometimes the media is waiting for them and have to do an interview. There is a danger of letting the media proceed with incorrect information and needs to be corrected right away and therefore hits the media before it hits UNK. Todd asked that if there is something that has not been communicated or a topic that needs to be elevated, please let him know.
4. **Jon Watts**, Current state of UNK Budget: Jon Watts showed a presentation that he showed to Faculty Senate in August. Presentation is attached. Talked about the budget over the next 3 years. State appropriations will be 3.7% via LB 1008. Received $867K in support of NE Promise, 1.5 M enrollment stabilization funding. The enrollment stabilization funding was something Chancellor Kristensen privately given enrollment challenges. UNL and UNO also got some funding. There is a 2% request in 2022 and 2023 for increase in funding. State aided Operating. 4.4 % decline in 2021 – which is better than projected. Flat in 2022 and a 1% increase in 2023 projected. State aided operating budget is funded in consideration of - tuition rates (2.75% in 2021 and 0% in 2022 & 2023) and salaries (0% in 2021 for staff; faculty receive 1.3% nearing 2% after floor and promotion calculations; projecting 1.5% in 2022 and 3.0 % in 2023). Few other considerations: enrollment growth vs enrollment melt; Quick vs slow economic recovery; Nebraska Promise; Shifting tuition from a “per credit” to “block” basis; New Nebraskan tuition Discount. Other considerations: Voluntary FTE reduction program; NU Credits eliminated for employees earning more than $130K and all employers hired after July 1, 2020; personnel saving of $800K (15 positions impacted); An estimated $2 M in cuts needed by 2023; Creation of a Faculty Advisory Committee to provide feedback and recommendation to campus Administration. Other revenues: Revolving/Auxiliary activities that have been impacted – estimated 10% decline in Room and Board participation. 1.5M cut enacted to meet dept service. This is a 19% or 3.5 M decline in income since 16-17; Plambeck Early Childhood Center: tuition refunds hurt – 2 months in no tuition because it closed; Intercollegiate athletics and other activities such as fight instruction, Safety Center, Concerts, Study Abroad, Ell, Grants, Contracts, etc. There is also the New Nebraskan Tuition Discount which will launch in August 2021. There was an update on current and completed construction projects. There were questions about what was going to happen to Martin Hall. No determination has been made yet. Need the right donor and vision to do this. Not planning to tear down at this point. Questions about staff raises and will we catch up with Faculty raises by 2023. Jon says that it is not his call to negotiate faculty so it is a goal, but faculty negotiate with BOR and not administration. Faculty, however, were sympathetic to staff and offered to give their raises to staff which is not actually allowed.

# Roll Call

1. **Adoption of Agenda: Lisa M moved; Tom 2nd**

# Treasurer’s Report (Laura)

* 1. Monthly Treasurer’s Report: No expenditure or receipts. A report is in Box.

# Correspondence (Stacy): Correspondence from Chancellor Kristensen thanking Staff Senate for the letter communicating the results of the survey. Kelly Bartling sent a thank you as well for sharing the same letter.

1. **Committee Reports and Updates (Tom)**
	1. Professional Development & Engagement (Tim): talked about activities in the fall & Spring. Mental Health and maybe a stretching/exercise active with Bryce Abbey
	2. Employee Recognition (Holly): Have added committee members and reached out to new recipients
		1. Looking for more to join this committee
	3. Communications (Carissa): Looks like they did chair/co-chair elections and worked on welcome packets. See minutes.
	4. Policy (Tom): have not met

# Current Business

* 1. COVID Survey Responses: Alyssa wanted to know if there were comments. Pleased that there were not more negative comments. Lisa has 2 thoughts. Most of the accommodations have been given to faculty as opposed to staff. Heard that many staff are afraid that they will lose their position if they ask.
	2. UN System Collaboration: Alyssa emailed Brevan at UNO. He is reaching out to UNL as well. Like the idea of collaborating on Professional Development idea. Maybe a monthly meeting with all.
	3. Faculty/Staff Club: Will host on December 4. Will talk about at October or Nov meeting
	4. Fundraiser ideas: Holly suggested that in lieu of an event, that maybe we just ask for money for the scholarship funds. Tom wanted to know if we could ask staff to donate directly 2 times a year to a fund and could come directly from the paycheck. Could do through a Foundation Acct. Dr. Teten volunteered to do some matching funds and will reach out to the other Deans. The Communications committee will coordinate. Stacy put in a plea to support Brewed Awakening if incentives are given. Matt & his partner volunteered to donate $200 if set up by Friday.
	5. Town Hall Meetings: Talked about the different groups and how conversation could be promoted. What are our next steps? Need to decide on questions that could be asked to each group. Need to decide on a topic to centralize the conversation. Lori said that she would be interested in hearing the perspective of facilities to keep this campus running. What is happening to staff and faculty? Challenges facing each group. UNK is a family. An adhoc committee was suggested. Stacy, Lori, Holly and Tim. Alyssa suggested an online tool. It’s important that we are trying to reaffirm that we are a place to speak out to for concerns and to have your voice heard.

# Future Business

# Professional Conduct Committee: we have 2 positions. Lisa Mendoza Looking for one. Lori volunteered

1. **Announcements**
	1. Area Updates & Open Comments

# Adjournment

* 1. Next meeting: Dustin moved to adjourn, Amy 2nd.

***Tuesday, October 20, 2020 10:30 am:*** [***https://unk.zoom.us/j/96302401029?from=msft***](https://unk.zoom.us/j/96302401029?from=msft)