I. Call to order: President Erickson called the meeting to order at 8:35 a.m. in 425 Ahlberg Hall.
   b. Senators absent: Sue Burdette, Rob Gibson, and Marsha Gladhart.
   c. Ex-Officio members present: Mike Turner.

II. Review of Agenda: President Erickson reviewed the agenda and no changes were made.

III. Review and Approval of January 23, 2003 minutes. Motion to approve the minutes with requested changes was made by Senator Matson, seconded by Senator Wynne. Motion passed 12-0.

IV. President’s Report: President Erickson reported that the Faculty Senate approved the Food Service Policy and sent it on to Ted Ayres. January 25, 2003 University of Kansas Unclassified group member Thelma Simons testified in front of the legislature. She appeared to be speaking for KU by the way she was quoted in the newspaper. We are reminded that WSU Unclassified Professionals cannot represent WSU’s position. President Erickson also stated that President Beggs called a special constituents heads meeting last week to talk about the Topeka trip. President Beggs clarified the personal leave issue to be sure that we understand that people making the trip must work with their supervisor to arrange the time off and to make sure the trip is important to the WSU mission. President Beggs also gave an update on the budget status that includes the legislature revisiting the school financing formula. Senator Dietz stated that formula only affects K through 12.

V. Committee Reports
   a. Service – nothing new to report
   b. Professional Development – no report
   c. Recognition – President Erickson will address this under New/Continuing Business
   d. Legislative – Senator Dietz asked that everyone please be sure to send back the surveys if you have not yet. They have received about 165 responses to date and originally sent out just over 500 surveys.
   e. Grievance – nothing new to report.

VI. New/Continuing Business:
   a. Awards Committee/President’s Service Awards: President Erickson said there still is not a chair for the committee at this time. Would like a member of the senate to chair this committee. There are no guidelines on the process and President Erickson feels that we need guidelines to better define the process and give the chair something to work with. Senator Matson asked if part of this committee’s charge to create the guidelines? President Erickson said it should be. Senator Matson and Senator Harpool volunteered to co-chair the committee. Recommendations must be made to President Beggs by March 14, 2003. President Erickson asked if recommendation forms should be sent to the entire university? The Senate concurred. Senator Monk-Morgan asked if the other
senates have guidelines? President Erickson does not know for sure. Mr. Turner thinks they do not have a lot of structure with their current guidelines.

b. Legislative Visit to Topeka – February 25, 2003: Senator Dietz circulated some handouts: “Meet Your Representative and Senator” from an article in the Eastside News, “Helpful Hints and Suggestions for the Topeka Trip” and President Erickson provided a report WSU Unclassified Professionals House/Senate Representation. Senator Dietz reviewed the handouts. The group will leave at 7:00 am and should arrive around 9:30 am in Topeka. Try to make appointments with the legislators starting at 10:00 am. The luncheon is from 12:00 – 1:00 pm, this will be a good place to just meet the legislators and shake hands. The House session is from 11:00 am –12:00 pm, the Senate session is from 2:30 pm – 4:00 pm. We can plan to leave around 3:00 pm and return around 5:30 pm. We should wear WSU nametags. The Legislative Committee is working on a handout to leave with each legislator after meeting with him or her. President Erickson asked how does the Senate feel about the trip and the preparations? Are we sending the message we think we want to send? Senator Wynne asked if we were officially invited? President Erickson said that the Board of Regents had this date set up for Unclassified Professionals and encouraged us to attend. President Erickson would also like to see us meet with the University of Kansas Unclassified Professionals while we are there.

VII. As May Arise: Senator Brock had an update from the University Food Committee, that the contract for food service at WSU is up and they are meeting next week face to face with three finalists. They also added 8 more items to the Taco Bell menu and a waffle bar.

VIII. Adjourn: Senator Wynne made a motion to adjourn, seconded by Senator Matson. Motion passed 11-0. Meeting adjourned at 9:30 am.

Meeting minutes submitted by Kevin Crabtree, Unclassified Professional Senate Secretary