Staff Council Minutes
February 12, 2013

Members present: Ernie Webb, Amber Traphagan, Gayla Sarkesian, Jenith Hoover, Joyce Hutchins, Mary Allen, Kent McAnally, Dona Walker, Kim Fletcher, Anne Walbridge,

I. Amber Traphagan called the meeting to order at 3:00 p.m.
II. Reports
   a. From the President
      i. The Morgan Hall Welcome Center is scheduled to start construction December 2013.
      ii. A forensic laboratory for the Kansas Bureau of Investigation is planned to be built on the WU campus. Construction is scheduled to begin in 2014.
      iii. A new building for the School of Law will be established on 21st and Washburn Ave.
      iv. The budget will be finalized once the legislature session is complete.
      v. Washburn University is currently in the process of identifying areas in buildings on campus that need to be upgraded to reduce energy consumption.
      vi. An enhancement of the portion of 17th street located in front of campus has been approved by the city.
   b. Benefits Committee – No Report
   c. Safety Committee
      i. If you have any concerns on a bad weather day, please contact Facilities, ext. 1149.
         1. Slippery Sidewalks, parking areas, etc.
      ii. There are 20 Building Emergency Coordinators (BEC).
      iii. A fire extinguisher class will be held on March 13, at 3 p.m.
      iv. A National Incident Management System class is set for March 21, 8:00 a.m. to 12:30 p.m. and 1:00 to 4:30 p.m.
      v. The committee is still working on dates for the CPR and First Aid class.
      vi. Campus wide safety
         1. Report any concerns of unusual activity to the Washburn Police. There are currently contractors on campus; they are required to wear name badges. They are working during the day and evening. The numbers of contractors will continue to increase in the coming months.
      vii. The I-Alert System will change to Opt-Out.
      viii. If you have any concerns regarding sidewalks on campus (uneven places in sidewalks, etc), please contact the Safety Committee at ext. 1779.
ix. If you have any questions, comments or concerns on how to make the campus safer for students, faculty and staff, please contact the Safety Committee at ext. 1779.

d. Employee Recognition
   i. Staff Council’s responsibilities will remain the same as in the past for the upcoming Employee Recognition ceremony.
      1. Assist in presenting awards at the event.
      2. Notify finalists (nominees deemed eligible) and their supervisors regarding their nomination.

III. New Business
   a. Recycling on campus.
      i. What options does the University have for recycling?

IV. Announcements
   a. A wellness fair will be held on campus on Wednesday, February 27th, 11:00 a.m. – 1:30 p.m., Memorial Union, Washburn Room.
      i. Some of the services offered will be body fat percentage testing, carotid artery screening, blood pressure testing, nutritional samples, posture analysis, etc.

V. Amber Trapahagan adjourned the meeting at 3:25 p.m.

Minutes submitted by Amber Traphagan