

**Staff Council Minutes**

**October 13, 2020**

Members present: Jennifer Bixel, Leah Brown, Matt Busey, Marie Hall, Drew Liggett, Jan Martin, Beth Mathews, Nancy Province, Emily Schneider, James Scotti, Meagan Smejdir, Blaine Smith, Christa Smith

Members not present: Jackie Askren, Cindy Cummings, Kathy Iwig

- I. Call to Order
  - a. The meeting was called to order by Chairperson Matt Busey at 3:03 p.m.
- II. Roll call
  - a. Attendance was taken by Zoom chat.
- III. Introductions of Returning and New Representatives
- IV. Approval of the September 8, 2020 Minutes
  - a. The September 8, 2020 minutes were presented for approval. Approval of the minutes was moved by Erik Carlson and seconded by Beth Mathews. Motion carried unanimously.
- V. Committee Reports
  - a. Chair Report – Matt has not met with Dr. Farley since the previous meeting. Matt has been working frequently on COVID issues with Dr. Farley, and has had an open line of communication.
  - b. Board of Regents Meeting Update – The last WU BOR meeting was September 17, 2020, it was preceded by an audit meeting. University financial statements were presented. The next meeting is scheduled for Thursday, October 29, 2020 at 4pm.
  - c. All Faculty/Staff Email/Posting Committee – Currently vacant. Nothing to report.
  - d. Benefits Committee – Jim Martin, Chair of the Benefits Committee, sent an email a couple a weeks ago. The health insurance rates will stay constant.
  - e. Food Advisory Committee – Currently vacant. Nothing to report.
  - f. Parking Ticket Committee – Currently vacant. Nothing to report.
  - g. Safety Committee – Beth reported the Safety Committee meeting was September 22, 2020. Heather Dunlap, Life Safety and Emergency Manager, will review all event scheduling for COVID compliance. COOP plans are being developed. Eric Just reported an ADA audit in Petro Hall: two major issues were parking lot deterioration and bathrooms. Tech has established a Safety Committee: Chaz Havens, Washburn Tech East Director, reported that they are reviewing incidence reports for trends. Adam Young is the new student representative on the Safety Committee. The next meeting is October 22, 2020.
- VI. Old Business – Nothing to report.
- VII. New Business
  - a. Appointment of officers for 2020 – 2021 term
    - i. Chair – Christa Smith

- ii. Vice-Chair – Beth Mathews
- iii. Secretary – Meagan Smejdir
- b. Committee Appointments
  - i. All Faculty/Staff Email/Posting Committee (1 vacancy) – Christa to reach out to Marc Fried to see if there is a need for a staff council rep on this committee.
  - ii. Benefits Committee - Jennifer Bixel, Emily Schneider, Christa Smith
    - 2. Contact: Teresa Lee
  - iii. Food Advisory Committee – Jan Martin
    - 3. Contact: Janel Rutherford
  - iv. Parking Ticket Committee – Leah Brown, Blaine Smith
    - 4. Contact: Chris Enos

VIII. Information Items

- a. Argos reports for constituents lists
- b. Next Meeting: November 10, 2020 – Zoom Video Conference - 3:00 - 4:00 pm.
- c. Reminded everyone to register to vote and get a flu shot.

IX. Adjournment

- a. It was moved by Blaine Smith and seconded by Erik Carlson to adjourn the meeting at 3:49 p.m.  
Motion carried unanimously.

Minutes submitted by Staff Council Secretary Christa Smith.