

Staff Council Minutes

December 10, 2013

Members present: Shane Bartley, Annie Berg (Alt for Kathryn Stroebele), Tami Boten, Kim Fletcher, Marta Haut, Jenith Hoover, Joyce Hutchins (Alt for Mary Kay Thornburg), Donna Lacey, Lucas Mullin, Lou Olsen, Cindy Rodman, Gayla Sarkesian, Bonnie Paine (Alt for Anne Walbridge) and Dona Walker.

Members not present: Mary Allen, Kim Sturgeon, Cory Payne and Ernie Webb.

- I. Lucas Mullin called the meeting to order at 3:00 p.m.

- II. Alan Doolittle was the guest speaker and he discussed the upcoming changes to UMAPS. All of the digital printing orders will now be fulfilled at WU Tech, the only delay will be the travel time. Custom orders may see a 1-3 day delay in delivery so he advises to keep that in mind when ordering. Graphic design and small printing jobs will still be done on the main campus by Linda and Rob who will be relocating to the iCard office in Memorial Union. Alan did have one request to help his team better serve the University's mail delivery. If you are relocating, when you have a confirmed relocation spot, please send an email to Heidi.Crosland@washburn.edu with your name(s), department, new/temporary location – building and room #, and date range (if temporary).

- III. Reports
 - a. Lucas Mullin, Chair
 - i. Reported about his meeting with the President.
 - ii. Dr. Farley shared that Dr. Hornberger is part of an ITS Focus Group on training which may address the requests for Banner Training that were brought up at the last meeting.
 - iii. C-TEL (Center for Teaching Excellence and Learning) is still growing. In the CTEL Proposal, the Advisory Board calls for a member of Staff Council. Lucas appointed Marta Haut to represent Staff Council on the CTEL Advisory Board.
 - b. Benefits Committee – Lucas Mullin reported
 - i. The Employee Wellness sub-committee met and current WU participation in Employee Wellness is 60%. Right now there are no foreseen changes to the current program. They are still exploring ways to expand channels to keep our claims low and ultimately protect our Health Care premiums.
 - c. Safety Committee – Dona Walker shared that the safety committee has not met. She did follow up with the Council's questions and concerns and reported back that there is now a cross walk at 19th and Mac Vicar (with signs).
 - i. Dona reminded the council that Washburn University's [Annual Security and Fire Safety Report](#) is now available. This report is required by federal law, including the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (also known as the Clery Act). The report contains policy statements and crime statistics, as well as fire safety policies and fire statistics.
 - ii. Dona asked the council for concerns/issues that she needs to bring to the next safety meeting. Council members voiced concerns about the blind spots in the student parking lot behind LLC.

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With the construction on 17th and the continued increase of traffic through this lot, it is very difficult to see cars/pedestrians due to the bushes that line the rows.

- IV. Discussion Items
 - a. Smoking
 - i. E-Cigs: These are becoming more common and have been seen inside of buildings on campus.
 - b. Washburn Discounts for Employees
 - i. iSave Program: This is a current project of WSGA for Students.
- V. New Business
 - a. Opened the floor to discuss if there was any interest in forming Sub-Committees based on the above discussion items. At this point the interest lies with contacting WSGA to use their iSave Program as a resource. Lou Olsen reminded the council that Susie in Alumni Affairs maintains a list of community partners that offer discounts to the Alumni Association Members so that is a great place to start.
- VI. Announcements
 - a. Lucas informed the council that due to the recent reorganization of Alumni Affairs into WU Foundation, Ernie Webb will no longer be able to serve as Vice Chair. If any current Council member is interested in the position, please contact Lucas directly.
- VII. Lucas Mullin adjourned the meeting at 3:46 p.m.

Minutes submitted by Marta Haut