

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