

## Staff Council Minutes

August 9, 2016

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**Members present:** Eileen Brouddus, Ryan Calovich, Kim Fletcher, Chaz Havens, Jenith Hoover, Heather Jones, Coletta Meyer, Kim Sturgeon, Colleen Thiessen, and Angela Valdivia

**Members not present:** James Frager, Haley Grant, Joyce Hutchins, Jim Kelly, Michelle Lewis, Kelly Mourning-Byers, and LuAnn Reece

- I. Ryan Calovich called the meeting to order at 3:00 p.m.
- II. Reports:
  - a. Ryan Calovich, Chair – Ryan Calovich met with President Farley. Discussions on the smoking policy and weapons policy continued. Enrollment numbers for the fall semester have met various goals set by the administration, however, a key focus of getting higher retention rates is at the forefront of many conversations. Athletes moved in to Lincoln Hall on August 8<sup>th</sup>. Until construction crews lay the sod, the ground around Lincoln Hall will be muddy when it rains. Finishing touches are being applied. If you haven't had the chance to tour Lincoln Hall, be sure to attend the Ribbon Cutting on Saturday, September 17<sup>th</sup> at 3:00 p.m. and take a tour.
  - b. Benefits Committee – No meeting to report.
  - c. Safety Committee – No meeting to report.
- III. Discussion Items:
  - a. Smoking policy – Policy has been approved by the Board of Regents and information is expected to be distributed by the end of the month (policy will be effective September 1<sup>st</sup>, 2016).
  - b. Weapons policy – Marc Fried has drafted and sent the draft of the new policy to committee members. They will meet next week to review. With new incoming members of the legislation, Washburn will work with the legislation again with the goal to keep the University exempt.
  - c. Elections – Ryan Calovich will meet with Coletta Meyer and Marta Haut to get a better understanding of election process.
- IV. Unfinished Business:
  - a. Parking Tickets at Washburn Tech. – Chris Enos met with Finance Office and Washburn Tech to discuss a new policy and procedure for issuing parking tickets. All sides were agreeable to new policy.
  - b. Pepsi expiration dates are improving but will be monitored for future compliance.
- V. New Business:
  - a. The question was asked about a cost of living across the board raise. No information was available at this time.
  - b. Terms will be expiring for many Staff Council Members. When constituents receive emails from representatives please consider nominating yourself. The following areas will be needing new representation:
    - a. Admin A – Coletta Meyer
    - b. Admin C – Colleen Thiessen

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- c. Admin E – Ryan Calovich
- d. Admin G – Chaz Havens
- e. Hourly A – Kimberly Fletcher
- f. Hourly C – Heather Jones
- g. Hourly E – LuAnn Reece \*
- h. Hourly G – Jenith Hoover
- i. Hourly I – (empty)
- j. Hourly K – Michelle Lewis \*

### VI. Announcements:

- a. Convocation will be held on August 23<sup>rd</sup> and will be an introduction into the new school year. Ryan Calovich has asked Staff Council members if they are available to participate if they can.
- b. Washburn Tech will have a beginning of the semester party on August 19<sup>th</sup> from 10:30-1:30. They will feature a band and free food.
- c. Employee Wellness Program enrollment will be available starting August 19<sup>th</sup>. Coletta Meyer will send an email with further information regarding the enrollment process.
- d. A new phone system will be integrated throughout both Washburn University and Washburn Tech. The system will be Skype-based but will still have an option of a desktop phone. This will be a phased approach starting with ITS in October.
- e. “Go Topeka” is looking into a possible East Topeka campus for Washburn Tech providing a variety of programs. “Go Topeka” would own the property and provide funds.

VII. The next Staff Council meeting will be September 13, 2016.

VIII. Ryan Calovich adjourned the meeting at 3:38 p.m.

Minutes submitted by Heather Jones