

Staff Council Minutes

April 3, 2002

Present: Melissa Doebele, Mary Beth Bero, Deborah Moore, Megan DeJohn, Robin Tegethoff, Judy Liesmann, Debbie Vinning, LaJean Rinker, Mike Jauken, Carol Emert, Betty Fischer, Shirley Jacobson, Caroline Fox, Elaine Gill, Mary Jones, Andrea Leon, Donna Lacey, Sally Dyke, Mitch Higgs, Mary Allen, Heidi Crosland.

We were welcomed by Sue Jarchow and watched an interesting and informative presentation about Campus Pipeline. This is slated to be in operation July 1, 2002.

The Staff Council meeting was called to order by LaJean at 4:35 p.m. It was decided that minutes from the previous month would be distributed via e-mail to the council members by LaJean, with a stated time for any revisions or concerns to be brought up. After the elapsed time, the minutes would be approved & posted to the web.

Committee Reports

Employee Recognition

They met on April 4th to discuss last minute plans for the April 12, 2002 Staff and Faculty Recognition Event. The sub-committee will meet on Friday, April 5, to choose the winners of the administrative, service, and clerical awards. The winners will be notified that day, but asked to keep quiet until April 12th. Those being honored at the event will have a ribbon to wear, so seek them out for congratulations during the informal reception times. As stated before, this will be a "come and go" informal reception from 3:30-4:00 p.m. and 4:30-5:00 p.m., with a brief ceremony beginning at 4:00 p.m.

Benefits

Seven companies have been asked to submit bids for our health insurance for the coming year. The bids are due back by May 22.

Safety

Reference was made to the e-mail sent out by Tom Wiencek, Safety Coordinator, to the campus community on March 11, 2002. He stressed that everyone should think about safety and be aware of our surroundings. If we see an unsafe act or condition, report it to a supervisor or call Tom at ext:1779.

Evaluations

The new evaluation form was sent to Vice-President Hill and is awaiting approval by Executive Staff. There is no set date for evaluations at this time.

Old Business

- The crosswalks on 17th Street remain a low priority for the City, so there is nothing new to report. Changing the parking lot north of Morgan to a one-way traffic flow could have an adverse reaction on the 17th Street traffic, so no action is being taken on it at present.

New Business

- President Farley has been busy with the Kansas Legislature, so has not had a meeting with LaJean to discuss anything new.
- Mike Jauken, Chief of Groundskeeping, mentioned that the annual flowers to be planted around campus would be arriving around the 3rd week of April. He will let Mitch Higgs know, who will contact those interested in helping to plant.

There being no further business, the meeting was adjourned at 4:50 p.m. The next meeting will be May 1, 2002, in MO204 at 3:00 p.m.

Respectfully submitted, Donna Lacey, Secretary