

# Staff Council Minutes

## August 7, 2002

Present: Mary Beth Bero, Heidi Crossland, Connie DiPasquale, Betty Fischer, Caroline Fox, Elaine Gill, Donna Lacey, Judy Liesmann, Mike Jauken, Mary Jones, LaJean Rinker, Debbie Vinning.

Guests were Allen Easley, Deborah Moore, Ron Wasserstein.

LaJean Rinker called the meeting to order and welcomed everyone back.

Allen Easley, Chair of the Benefits Committee, was introduced to give a report on insurance benefits and how they will be changing November 1, 2002. Washburn will become self-funding, with Blue Cross/Blue Shield processing the claims. There will be two plans available: Base Plan and Buy-Up Plan with a four-tier system (single, employee and child, employee and spouse, employee and full family). The new coverage will be effective November 1, 2002 with open enrollment beginning the last week of August. There will be campus meetings regarding the new coverage, plus information will be available on the WU website and through e-mail.

Ron Wasserstein, Vice President for Academic Affairs, was introduced to give a report on salary increases. He expressed thanks to the Board of Regents for the 3% increase, which will help salaries be competitive. The raises granted will be effective one-third of the way through the contract year with classified effective October 13, administrative effective in November, and faculty effective in December. Salary increases will be awarded as follows: 1. poor performance - no increase, 2. minimum performance - .75 to 1.5 increase, 3. others - 1.5 awarded in dollar increments for performance above and beyond. Finalization of the budget will be in September so that contracts may be issued.

### Committee Reports

#### Change Management

LaJean handed out copies of a memo from the Change Management Team that every Washburn employee should receive. It tells about the new e-mail addresses and MyWashburn, which will become operational in October 2002. Although current e-mail addresses will continue to function for a time, there is a deadline of August 26, 2002 to let ITS know preferred first names for the new system. Also in the memo is a list of 31 Banner Bods - a group of employees campus-wide who are receiving special training in order to provide ad hoc end-user support.

#### Corporate Volunteer

Nancy Zwiener reported that she missed the last two meetings because the location was changed and she wasn't informed. They assured her that they now have her on their e-mail list to inform her of any changes. The committee doesn't meet in August. The September 19 meeting will

address the blanket drive to benefit the Christmas Bureau. Washburn employees were very supportive of this project last year.

### **Recycling**

No report, but updates are available on the WU website.

### **Safety**

No report, but reference was made to the Health Services Office, located in MO 170, as being the first place to go if injured on the job. St. Francis Hospital would provide further service if necessary.

### **Evaluations**

Still being worked on.

### **Old Business**

- Parking Lot E - the broken glass and trash will be addressed in orientation.
- Crosswalks on 17th Street - still on hold.

### **New Business**

- Chair's report from President Farley: LaJean and the President discussed the health plan and budget; tuition increase of \$10 an hour for undergraduate resident students; \$5,000,000 is available in scholarships; the bidding for the new press box in Moore Bowl and the fitness center will be sent out. Dr. Farley has resurrected the Wellness Program, which may help reduce our insurance rates.
- Election Committee and Chair: Elections for staff council will be in September. Heidi Crosland and Judy Leisman volunteered to handle the elections.

### **Announcements and Information**

There was discussion about the shared leave policy.

There being no further business, the meeting was adjourned at 4:00 p.m. The next meeting will be September 4, in MO 204, at 3:00 p.m.