

Staff Council Minutes

September 3, 2003

LaJean Rinker called the meeting to order at 3:00 p.m.

Present: Dee Barker, Kelli Clevenger, Elaine Gill, Mary Grooms, Mitch Higgs, Mike Jauken, Kristine Jenkins, Jamison Johnson, Donna Lacey, Judy Leismann, Martha McCoy, LaJean Rinker, Lori Rognlie. Special guests were Judy Burghart, Tracy Hayes, Brad Merryman, Vice President of Student Life Denise Ottinger, and Professor Sara Tucker.

Professor Sara Tucker presented information on the DART Project, a 3-year, \$300,000 program funded by a Washburn Innovation grant. There will be \$200-\$500 skills acquisition bonuses available to support staff who become proficient in various software programs that support teaching and then take over designated tasks. A flyer with more information will be sent to all staff from their Staff Council representative.

Committee Reports

Benefits

Will meet on September 4

Change Management

A second Town Hall meeting has been scheduled for September 25 from 2-3:30 pm in Henderson 100. The program and information covered will be the same as the July meeting. A campus wide e-mail will be sent soon with more information.

Corporate Volunteer

A new representative is needed - will wait until after the September elections to appoint someone.

Recycling

The percentage being recycled remains constant. A monthly report is available on the Facilities Services home page.

Safety

The crosswalk and flashing light on 17th Street are very appreciated, especially with the increased enrollment and traffic.

Elections

LaJean will chair the election committee. Administrative Groups B, D, & F and Hourly Groups B, D, F, H, & J are up for election. Strong encouragement to run again if possible or find a strong candidate within your group as a replacement. Self-nomination forms will be distributed as soon as possible, to be returned to LaJean by September 12. Ballots for voting will be distributed by September 17, to be returned to LaJean by September 24.

Old Business

Vice President Denise Ottinger presented information regarding the Student Recreation & Wellness Center and the transitional Phase II Housing being built. The Center will only be open to Washburn students, faculty, and staff and should open next September or October. The cost to faculty and staff to use the center has not yet been determined. The new housing should be open by August 8, 2004 with around 193 beds. She also spoke about Homecoming on October 1 and encouraged office participation. The theme will be 'Under the Big Top' and top hats will be given out to decorate.

ASPIRE Program - Judy Burghart and Tracy Hayes of Continuing Education reported there have been two ASPIRE sessions completed. Please speak with your supervisor or call Continuing Education about attending the next session - it will be in Summer 2004. A BEST reunion is being planned for October 31 - invitations will be sent in late September. A higher level follow-up class for BEST graduates is scheduled for November 21, 2003 with 2 sessions 8:30am-12pm or 1:00pm-4:30pm.

Employee evaluations - Kristine Jenkins will check on the original evaluation designed by Staff Council and report back.

New Business

Brad Merryman presented information about the Topeka Civic Theater and spoke to us about forming a group from WU to attend productions. A minimum of twenty people would be needed to qualify as a group, receive a small discount, and have assigned seating together. The group could be either dinner or non-dinner. More information will be coming through e-mail.

LaJean reported on the smoking survey that was done per President Farley's request: 40-leave as is, 30-ban smoking totally, 72-ranged in between. Something will be done regarding the smoking at building entrances, but not sure of what and when at this time.

President Farley reported on the great enrollment figures and that the budget and raises will be on the same schedule as last year. New contracts and raises will take effect in October for classified, November for administrative and 12-month faculty, and December for 9 & 10 month faculty.

It was suggested that 'sharps' containers for diabetic and other needs be installed in both a male & female restroom in each building on campus. Mr. Yang has been contacted regarding this.

It was suggested that signs be posted on light posts in the larger parking lots to help students and others locate their vehicles. LaJean spoke to President Farley regarding this - he will consider it.

Take-out containers for the cafeteria are still available - please ask an employee for one.

The next meeting will be October 1, 2003, at 3:00 p.m. in Morgan 204. Meeting was adjourned at 4:30 p.m.