

Staff Council Minutes

May 14, 2013

Members Present: Ernie Webb, Eileen Brouddus, Kim Fletcher, Lou Olsen, Amber Traphagan, Anne Walbridge, Jenith Hoover, Donna Lacey

- I. Amber Traphagan called the meeting to order at 3:04 p.m.
- II. Reports
 - a. From the President
 - i. The Legislature has completed their session and they are moving forward to finalize the budget.
 - ii. The plans to continue with the new KBI building are looking positive for the future.
 - iii. The University is in the process of identifying places for individuals to move during the construction of the new Welcome Center.
 - b. Benefits Committee
 - i. Working on a plan to incorporate health insurance with the Wellness Program.
 - c. Safety Committee
 - i. No report.
- III. Discussion Items
 - a. Richard Liedtke, Executive Director of Enrollment Management, spoke with Staff Council regarding the new Welcome Center and other developments on campus.
 - i. The construction project of 17th Street will be taking place throughout the summer.
 - ii. Windows and doors will be replaced in Morgan as well as other projects will be completed on campus to increase energy efficiency.
 - iii. The renovation of Morgan will be split into two phases.
 1. The University Relations, Human Resources, and Student Services offices will be moved to different locations permanently approximately January 14th.
 2. Other offices will be moved in December or January.
 - a. Currently working on accommodations for individuals.
 3. Student Health will stay located in the same office.
 4. The Admissions Office will be moved into the Bradbury Thompson Center.
 - iv. It is important for offices to start purging office materials not needed for the move.
 1. Container for recycling is located in back of Morgan in breezeway.
 2. A shredding truck may be available in future.
 - v. The project is anticipated to be complete by the Summer of 2015.
 - vi. A One Stop Shop will exist with two individuals from the University Registrar's Office, one person from the Financial Aid Office, one person from the Admissions Office, and one person the Bursar's Office.
- IV. New Business
- V. Announcements
 - a. Eileen Brouddus discussed current projects in the IT department.
 - i. The new online course system, D2L, is currently being used by approximately 70 instructors teaching approximately 130 courses this summer. Multiple training sessions are going to be provided throughout the summer and fall semesters for instructors at Washburn University and Washburn Institute of Technology.
 - ii. The IT department is testing GradeExport D2L into Banner. They plan to have a couple of courses to test in GradeExport D2L this summer.

- iii. The E-mail/Calendar project screen cast video will be available for individuals to review who were unable to attend the demos held in April. A recommendation will be made and presented to the campus and Board of Regents by October.
 - iv. The IT department will be starting a project for replacement of the current video streaming server. The new system (Ensemble) will be more modern and have more functionality. Hardware will be purchased this summer and implementation and migration of materials from the old server to the new system will be starting in the fall semester.
 - b. During Homing 2013, the School of Applied Studies will be holding an open house to celebrate their 30 year anniversary on Friday, October 25th.
- VI. Amber Traphagan adjourned the meeting at 3:40 p.m.

Minutes Submitted by Amber Traphagan