

## Washburn University Staff Council Meeting Minutes

**February 14, 2023**

Members Present – Eileen Brouddus, Holly Broxterman, Matt Busey, Gayle Davis, Christina Pirtle, Nancy Province, Gayla Sarkesian, Carissa Schmidlein, Christa Smith

Members Not Present –Kaydee Emperley, Debi Feyh, Cory Payne, Mark Warren

Guests – Justin Kingsbury

- I. The meeting was called to order by Chairperson Eileen Brouddus at 3:06 pm.
- II. Roll Call
  - a. Attendance was taken by Zoom chat & for those who joined in-person at Lincoln Room.
- III. Approval of January 10, 2023 Minutes (Motion)
  - a. Voting
    - i. Motion – Gayle Davis
    - ii. Second – Holly Broxterman
    - iii. Votes
      1. Yay – 10
      2. Nay –0
      3. Abstain –0
- IV. Committee Reports:
  - a. Chair Report – Eileen Brouddus
    - i. Meeting with President JuliAnn Mazachek: Terry Stringer is the point of contact for scheduling meetings with the President’s Office. Sue Palmer is continuing in same position but retiring on March 1. Cynthia Holthaus is retaining same duties as special assistant to the President.
    - ii. Dr. Mazachek said she plans to do a policy review across the institution- She is eager to promote Washburn University as a great place to work and hopes to start this campaign in Fall of 2023.
    - iii. Dr. Mazachek sees the importance of having Staff Council. She has requested that Teresa Lee and Luther Lee serve as liaison between Staff Council and the President’s office. They will serve in an advisory capacity only and attend Staff Council meetings. This change will help the Staff Council Chair with frequently asked questions from constituents. No major concerns were voiced during discussion with Council members or constituents in attendance. A review of the bylaws is being done to see if any changes need to be made to reflect this change in membership. It was noted that Faculty Senate has a representative from the VPAA’s office that serves as liaison to the President.
  - b. Board of Regents Meeting Update – Eileen Brouddus
    - i. Last meeting on February 2<sup>nd</sup>, 2023
      1. Dr. Bearman spoke about the increased graduation rate of 54 percent. There will be some changes in the Enrollment Management areas to streamline processes and hopes to improve enrollment.

2. Shawnee County applications for admission are up significantly, though the real work comes from getting students to commit and attend throughout the spring.
3. Marshall Meek, President of the Alumni Association and Foundation shared information about the Day of Giving. During the meeting, they were close to meeting their goal several hours from the deadline.
4. Change to WUPRPM: Juneteenth (June 19<sup>th</sup>) is now a University holiday for Washburn University.
5. Memorandum of agreement with United Steelworkers for facilities staff was approved for one year.
6. Admissions changes to Master of Arts in Communication & Leadership degree.
7. The students in the Corrections Facility who are taking credits with Washburn University are doing well and quite successful as students.
  - ii. Next WUBOR meeting is scheduled for March 23<sup>rd</sup>, 2023
- c. All Faculty/Staff Email/Posting Committee – Eileen Brouddus, Christa Smith
  - i. No updates
- d. Benefits Committee – Eileen Brouddus, Matt Busey, Kaydee Emperley
  - i. No updates
- e. Food Advisory Committee – Nancy Province
  - i. Chartwells is hosting a Mardi Gras event on February 21<sup>st</sup>, 4:30-7pm in Lincoln Dining
  - ii. University Scheduling has a Reservation Specialist position open.
- f. Parking Ticket Committee –Debi Feyh (not present)
- g. Safety Committee –

V. Old Business:

- a. We need to recruit a replacement for Indigo Wilson-Schmidt and Haley Mason’s positions
  - i. Indigo’s area is Exempt A (*Art Building, Petro Allied Health Center, Student Recreation & Wellness Center, Whiting Field House, Indoor Athletic Facility*)
  - ii. Haley’s area was Non-Exempt D (*Morgan Hall, Last Name I - O*)

New Business:

- a. Justin Kingsbury was voted in as the replacement for Non-exempt B (*Bennett Computer Center, Carnegie Hall, Facility Services, Mail Services, Stoffer Science Hall*)
  - i. Vote
    1. Yay – 10
    2. Nay – 0
    3. Abstain – 0

VI. Informational Items:

- a. Next Meeting: March 14, 2023, 3:00 – 4:00 pm via Zoom Video Conference and in the Lincoln Room, Memorial Union

VII. Adjournment (Motion)

- a. Motion – Carissa Schmidtlein
- b. Second – Christa Smith
- c. Vote
  - i. Yay – 10
  - ii. Nay – 0
  - iii. Abstain – 0

*Minutes submitted by Staff Council Secretary Carissa Schmidtlein.*