Staff Council Minutes
March 4, 1998

PRESENT

Bob Stoller, Gil Herrera, John Shearer, Ginger Webber, Carla Rasch, Marj Murray, Donna Winslow, Donna Catron, Deborah Birney, Sheri McDowell, Rugena Hall, Duke Divine, Cindy Barry, Karen Simpson

Donna Winslow moved, seconded by Carla Rasch, that the minutes of the February 18 meeting be approved. Motion carried.

SUB-COMMITTEE REPORTS

REPRESENTATION COMMITTEE

Bob Stoller, Carla Rasch, Rugena Hall and Karen Simpson met twice for the purpose of dividing classified and administrative employees into groups of like areas, size, supervision, location, etc. Administrators were grouped together, as were classified employees. Future Staff Council members and alternates will be chosen from within each group, thereby ensuring that every staff employee will have representation and opportunities to voice concerns and opinions. If there are no objections to the divisions, the proposal will be adopted at the next council meeting. Questions/suggestions should be emailed to Bob Stoller (email: stoller).

JOB DESCRIPTION COMMITTEE

Marj Murray, Elizabeth Wunder and Cindy Barry formulated the following job description for the Staff Council:

During their term on the Washburn University Staff Council, it is the expectation that each member will:

- Represent the interests of that group of Washburn University employees which has selected him/her for this position, rather than representing his/her own personal interests.
- Provide a method of two-way communication between himself/herself and those in the group represented. It is important that such a method is used regularly to share the actions of the council with those represented. Conversely, it is important to use that method to solicit the opinions and reactions of those represented and to share those with the council.
- Make time to attend meetings of the Staff Council in a regular and timely fashion.
- Be willing to serve on a Staff council subcommittee if requested."
Council members should be ready to vote on this at the next meeting. Suggestions for revisions should be sent to Bob ahead of time so that he can send the suggestions via email if needed.

NEW BUSINESS

Bob asked for general ideas of what topics should be covered in the Staff Council Bylaws. Suggestions included: number of alternates; size of the council; term limits; length of one term; staggered terms; how council expenses will be covered; officers; filling of vacancies; notification of department chairs/area heads re: employee service on the council; attendance at SC meetings. Bob will do a rough outline and present it at the next meeting for discussion.

Donna Catron has announced her retirement and will, therefore, leave a vacancy on the current Staff Council. Discussion was held regarding whether or not to fill that vacancy. It was decided that, since this council was appointed by President Farley, the vacancy will remain unfilled until the first election of a new council.

If any member of the council is experiencing ongoing problems with supervisor acceptance of the member's involvement on this council, please see Bob privately.

Discussion was held regarding the strong wishes of Washburn staff to have the opportunity to participate in a General Staff meeting similar to the General Faculty meeting. It is believed that the staff will benefit from the enthusiasm generated from such a meeting, as well as the information that is offered. Currently, staff have no vehicle by which to be informed about the business of the university. A "State of the University" address from President Farley is also strongly suggested, the forum for which might be an annual joint staff-faculty meeting. Carla Rasch and Marj Murray will draft a proposal for the SC to present to Dr. Farley.

Rather than wait two weeks for SC approval of the minutes before posting on the SC web page, it was decided that council members will have 2 days following receipt of the minutes to respond with questions or corrections. After that time, with corrections if necessary, the minutes will be considered to be approved by the SC and posted to the web page.

INFORMATION ITEMS

Don't forget to check the Board of Regents web page for information about B of R agendas and discussion.

"Friday with Farley" this Friday morning - 7:15, Union lobby.

NEXT MEETING

Wednesday, March 18, 3:00. Place TBA.