

Staff Council Minutes

March 7, 2001

Mary Beth Bero called the meeting to order at 3 p.m. on March 7, 2001 in Petro 207.

Because Bob Stoller had another meeting, he gave his report on the search for the new VPAA as the Staff Council representative. Three candidates will be interviewed over the next couple of weeks. A schedule has been e-mailed to the campus and anyone may attend the open sessions.

Bob also spoke briefly about the Change Management Team Committee and their goal of communicating with the campus regarding this whole process. There will be a series of Town Hall meetings and the first will be March 15 in HC 100 at 3 p.m. The RFP has been completed and the vendors have until March 23 to respond with their bids. The committee then has 2 months to evaluate them and make a recommendation to the Board of Regents in either June or July. He encouraged all present to view the Web page and to encourage their constituents to do the same.

The minutes of the February 7, 2001 meeting were approved to be posted to the Web.

Committee Reports

Benefits

Rich Robbins said the revised Shared Leave Proposal has been sent back to Sr. Staff with a rebuttal of a couple of topics. Allen Easley will be present at the next Sr. Staff meeting to explain our position and to offer counter arguments. Sue Peek reported that they will begin working on the "domestic partner" issue next and the longevity pay issue was given back to Staff Council as it does not affect faculty. On the issue of funeral leave, we are all to ask our constituents their feelings and report back to the next meeting.

Employee Recognition

No nominations were received for the category which includes physical plant workers, laborers, janitors, etc. so the deadline has been extended to this Friday to allow for nominations.

Corporate Volunteer Council

Janet Lassiter could not be present but reminded us the word for March is "forgiveness."

Change Management Team

MO 136 will be used as a staff training room. Dena Anson has joined this committee to assist in campus notification, etc.

Recycling

Betty Fischer passed out the printed report from the Web page.

Safety

Connie DiPasquale reported on the parking lot in front of Morgan. She spoke with John Warrern who assured her this lot is monitored hourly. He stated that he is willing to post "reserved parking" signs if he knows when groups are coming. A discussion followed about having auditory attachments on the campus "help boxes" for the visually impaired.

Summer Hours

Several members shared the feedback they received from their constituents regarding closing the university at noon on Friday. Generally the response was positive. This committee will draft a proposal which will be submitted to President Farley.

Homecoming

Heidi Croslin reported that more participation is needed from offices on campus. The theme for the October 6 homecoming is "Wild, Wild Washburn" and it will coincide with the dedication of the Learning, Living Center. She requested help on the banner and office decorations subcommittees.

Business

Deborah Birney handed out the proposed changes to Appendix D of the University's Business and Financial Affairs Handbook with regard to the Employee Educational Assistance Program. The changes were unanimously approved by Staff Council and it will be forwarded.

It was decided to leave the accrued leave policy as is until the new computer software is in place.

It was agreed that with the other changes in the Employee Education Assistance Program that we would not ask for textbook costs to be included.

It was unanimously agreed that we would seek to add a benefit that would allow "re-hires of 1 years or less" to retain their years of service to Washburn upon their return. This will be sent to the Benefits Committee.

A letter was read from John Warren regarding his area "becoming the switchboard" after 5 p.m. and about emergency contacts. It was agreed that his area has access to the Web directory and at the present this is our best source of information regarding phone #'s. Hopefully, emergency #'s will be a part of the new software package.

Rich Robbins presented a situation in which one of his employees has transferred during the past year and inquired as to who should make merit recommendations and if the person was indeed

eligible for such merit pay. It was agreed that since the person had been a WU employee for a number of years they were indeed eligible for merit pay and the 2 supervisors of the past year should combine evaluations. The area of equity pay was discussed and Deborah Birney said she hoped this topic would be addressed in the new "pay package" recommended by the Board.

Volunteers for the "Longevity Pay" committee were LaJean Rinker, Jane Stewart, Connie DiPasquale, and Sally Dyke.

Deborah Birney reported on "Blue Best" which is a leadership effectiveness training session which will be held beginning March 29 at "A Place in Time" in Tecumseh. It will consist of 4 1/2 days of training over several months. Nominations for this first session are being requested from the executive staff at this time. It will be offered twice a year as a supervisor's training course for campus employees and will be fully funded by the University as part of the training sought and obtained through Staff Council efforts.

There being no further business, the meeting was adjourned at 4:30 p.m.

LaJean Rinker, Secretary