

Staff Council Minutes

May 3, 2000

Members Present: Bob Stoller, Betty Fischer, Sue Peek, Connie DiPasquale, Mary Allen, Gayla Sarkesian, Sheri Perry, Dorothy Hedman, Heidi Crosland, Annita Huff, Doreen Kinnett, LaJean Rinker, Rich Robbins, Jane Stewart, and Mary Beth Bero.

Guests: Deborah Birney and Sue Van Sickle, University Webmaster.

The meeting was called to order at 3:01 p.m.

The April minutes were approved to be posted to the web.

UNIVERSITY WEB SITE PRESENTATION

Sue Van Sickle gave an overview of the University web page. A summary of Sue's comments follow: the web page provides different doorways at the top of the page with an additional set of different doorways on the left side of the page that when brushed over provides Quick Links to other sites, explained the steps involved to post a photograph to the Web Page, and considers the web site easy to use. It was highly recommended that everyone take time to look at the University web page.

Staff Council has requested a master list of University Committees describing the purpose, goal, and membership of each Committee and a University Organizational Chart as they thought this would be beneficial to new and current employees. Sue will look into this and see what can be accomplished.

Work is in progress on having a portion of the web page available to be viewed only by faculty and staff. This would allow the availability of the official crest in tif format and internal job postings. Job opportunities are posted on the Human Resources Page but no faculty positions are listed there. The Campus Directory and Faculty/Staff Phonebook are available on the web. The Police Security web site is also currently available.

So far the Electronic Committee, Staff Council, and the Resource Planning Committee have their own web site. In the future the Registrar's Office plans to come on line as well as the physical plant. Various forms will be provided for download, some Human Resources forms are available now for download.

Bob Stoller expressed our thanks to Sue Van Sickle for her informative and enlightening presentation on the web pages. Sue requested comments and any ideas be e-mailed to her.

EMPLOYEE RECOGNITION PROGRAM

Rich Robbins has received 60 evaluations and will allow another week for additional evaluations to be received. Comments so far have been positive. Some comments were: ceremony length too long, talk of trust after the RPC Report was in poor taste, failure to recognize adjuncts and half-time employees, and new employees could be introduced as a group. Connie DiPasquale volunteered to type up a summary of responses received from the Recognition Program. Rich Robbins said the subcommittee will meet and e-mail this summary to all Staff Council Members.

EMPLOYEE BENEFITS COMMITTEE

Mary Beth Bero passed out a Memo from Allen Easley, Chair of the EBC Committee, to President Farley, in regards to a Wellness Center with a carbon copy to Dr. Denise Ottinger and Dr. Roy Wohl. The recommendation is for the creation of a Wellness Center Committee, whose charge would be to produce a multi-stage plan for the development of a Wellness Center for employees and students of Washburn University. The membership of this committee should include individuals with professional experience and training in the field, include one or more members of the Student Fitness Center Committee, and be representative of both faculty and staff. Input on appropriate faculty and staff appointments to the Wellness Committee should be sought from the Personnel Committee and Staff Council.

The EBC presently is trying to finalize the draft for a Shared Leave Proposal to be presented to President Farley. After completion Allen Easley will e-mail it to the EBC Committee to review and approve. Bob Stoller inquired if the Proposal is implemented, will it effect Data Processing. Deborah Birney informed him management of the Shared Leave Proposal, if and when approved, will be kept manually by the Human Resources Office.

INFORMATIONAL ITEMS:

SUMMER MEETINGS

The question was brought up about meeting over the summer. Bob Stoller mentioned he will be gone for the June and July meetings. It was the consensus to not hold a meeting in June but have Bob send out an e-mail to see if there is a need to meet in July.

LaJean Rinker happily reported Henderson now has mail delivery.

Sue Peek reported she has people who are interested in a mentor program for new employees and also showed an interest in flex time and going to a four-day work week for summer. It is hoped scheduling of these items will be on the agenda for next year.

Comments have been favorable pertaining to Staff Development. There will be some Staff Development Programs scheduled for the summer. Deborah Birney is building a Core Supervisory Program.

Rich Robbins raised a question that came up at the last EBC meeting, which was ^◆Once a member is off Staff Council are they also off any committees they are serving on?^◆ and the answer is "yes". Members are allowed to serve two terms on Staff Council and then sit out a year before reapplying for election again. The newly elected members will start their term October 1, 2000.

There being no further business to discuss, the meeting was adjourned at 3:56 p.m.

Respectfully submitted,
Mary Beth Bero
Secretary