Staff Council Minutes
May 6, 1998

PRESENT

Dr. Jerry Farley, Bob Stoller, Deborah Birney, Gil Herrera, Elizabeth Wunder, Carla Rasch, Sheri McDowell, Rugena Hall, Donna Winslow, John Shearer, Marj Murray, Duke Divine, Karen Simpson.

The minutes from the previous meeting were approved as posted.

DISCUSSION ITEMS

Council members agree that consistency in communication is important when we contact our staff groups. In the future, outbound communiques on specific topics should be drafted and approved by the council before being distributed for comments or feedback.

When Dr. Farley joined the meeting, he offered the following comments: Communication between and among staff council members and all other staff employees is the most important function of the council, and he is relying on the good judgement of the group in representing all classified and administrative staff. He also complimented the council on the good job done on the bylaws and appreciates the flexibility allowed. Dr. Farley cautioned the group not to get too wrapped up with committees and to be judicious in how our time is invested. He also said that the North Central team was very positive about their findings after their visit to Washburn and were appreciative of the cooperation and enthusiasm that they found across campus.

Bob Stoller commented on the section of the bylaws dealing with notification of supervisors/department chairs when a staff member is elected to the Staff Council. It was suggested that staff discuss their wishes with their supervisors prior to seeking election to the office. After elections, a letter will be sent from the President's office notifying all supervisors of the results of the elections and briefly explaining the importance of the council and the work being done through it.

One suggestion for future (elected) councils is that the past chairperson preside at their first meeting for the sake of continuity, and then also preside over the election of their officers at the second meeting.

Bob Stoller will post the tentative bylaws on the Staff Council homepage to let staff know what we have been working on, etc. If suggestions are made as a result of this posting, they will be discussed at the next meeting before the bylaws are finalized.

Email applications were handed out in case any council members wish to send them to members of their group who do not have email access at this time. Bob will be happy to discuss this procedure with staff and/or their supervisors if there are questions.
**NEXT MEETING**

May 20, 3:00 pm, location TBA.

**ASSIGNMENT**

All council members should pick their top three issues from the list of concerns generated from staff input. We will begin to discuss these issues and funnel them to the proper people for action.

The meeting was adjourned at 4:30 pm.