Staff Council Minutes

November 13, 2012

I. Amber Traphagan called the meeting to order at 3:03 p.m.

II. Reports
   a. From the President
      i. The University will be closed December 24th. Human Resources will send a memo regarding submitting timesheets for the Holiday closing.
      ii. A meeting regarding the University’s budget will be held in December.
      iii. School of Nursing students are conducting a study regarding eliminating smoking on campus. Staff Council may be approached regarding the issue.
   b. Benefits Committee
      i. Once the Benefits Committee meets, Cancer Insurance has been requested as benefit to be addressed for the future.
   c. Safety Committee
      i. Emergency Building Coordinators have been selected for each building/departments.
         1. Additional Training dates will be determined for coordinators.
   d. Employee Recognition
      i. Employee Recognition Voting process will be reviewed with Amanda Hughes, University Relations.
      ii. Starting in 2012, Administrative/Technical/Paraprofessional, Service/Maintenance, and Secretarial/Clerical employees receiving Outstanding Service Awards will be issued $500 cash as an award rather than a savings bond.
   e. Vision 2022
      i. The University is currently in the process of working on a vision for the institution for 2022. If you have any ideas or thoughts regarding future ideas for the University, please contact Amber Traphagan (amber.traphagan@washburn.edu) or any other taskforce representative.

III. New Business
   a. The EMT course previously offered at Washburn University is now currently offered at Washburn Tech. Therefore, Educational Assistance will no longer cover the class.
   b. Parking Ticket Committee/Staff Council has been asked to address the issue of number of “passes” given to University employees if a parking tag is forgotten/not placed properly in vehicle and a ticket is issued to the employee.

IV. Announcements
   a. A new filtered water fountain featuring a fixture for water bottles has been placed on the second floor of Morgan Hall.
   b. Washburn University Holiday Party will be held in the Washburn Room, Memorial Union on Thursday, December 13th, from 3 to 5 p.m.

V. Adjournment
   a. Amber Trapahagan adjourned the meeting at 3:30 p.m.

Minutes submitted by Cory Payne