Staff Council Minutes
September 8, 2004

Present: LaJean Rinker, Val Bauman, Judy Liesmann, Linda Santiago, Marsha Madl, Lynn Bailey, Brenda White, Mary Jones, Susan Jarchow, Kelli Clevenger, Lori Spurgeon.

Reports

Benefits Committee:

Brenda White reported that Harold Rood is the new chair of the Benefits Committee. The committee met last week. Deborah Moore spoke about health care. There will be no increase in premiums this year for healthcare costs. There are some changes from Blue Cross and Blue Shield concerning their drug plan. Those changes were outlined in the documents sent in the mail to all employees. New cards will be issued on Nov. 1st. The cards will not have the social security number as the card number, but health cards will now have a unique I.D. number. The Benefits committee asks that Staff Council bring any issues of concern to this committee

Judy asked that the question of increasing the mileage reimbursement for employees be brought to the Benefits committee.

Judy also stated that the Reinstatement of Benefits that the Benefits Committee proposed is supported by President Farley and he is forwarding it to the board.

The issue of including grandchildren in the sick leave coverage for employees was also asked to be brought to the Benefits committee.

Change Management:

Sue Jarchow reported that this team is no longer meeting. She reported that the Banner Bods will be reinstated to assist with reporting purposes from Banner. Mike Stover and John Haverty will head training on reporting by using Eprints and Crystal Reports Live. All WU employees will be able to attend the sessions.

Sue also stated that soon faculty will be submitting grades through the Self Service feature. Grades will only be able to be submitted by faculty for their own courses.

It was also decided that the Change Management reporting will be changed to Banner and reporting to Staff Council about Banner will be done by Sue Jarchow.

Questions were asked about the reason behind why email in mywashburn loads so slowly. Sue explained that large numbers of emails and/or folders in the inbox could be responsible for the slowness. The next release of Banner may help increase this speed. That update is scheduled for Jan. ’05.

LaJean asked when the purge of students who have not paid their tuition will take place in Banner. Judy stated that this will happen, but no date has been set.

Corporate Volunteer:

Lori Spurgeon reported for Martha McCoy. Martha will update Staff Council on the Topeka Corporate Volunteer opportunities at the next meeting. The group will meet Sept. 16th. Martha has also been elected Vice-president of that organization.

WU Career Fair was held today on campus and was very successful.

Recycling:

No report.

Employee Recognition:

No report

Old Business :

Mileage reimbursement changes should be brought to the Benefits Committee.

New Business:

Staff Council Elections. Next Staff Council meeting will be elections for offices and will include new members and outgoing members.

Administrative representatives up for Election: Jamison Johnson, Gene Cassell, Steve Shaughnessey.

Wage & Hour representative up for election: LaJean Rinker, Mary Jones, Mary Grooms, Kristine Jenkins, Shirley Jacobsen.

LaJean will pass out the ballots. The first step will be to send self nomination forms by Sept. 10th with the deadline for return being Sept. 17th.

Then ballots will be sent out by Sept. 21st and returned by Sept. 29th.

Chair's Report:

Several items were outlined by President Farley.

- He stated in the convocation that student enrollment is up to 7,400 students.

- Parking is a problem on campus. 200 new parking spaces will be added south of the tennis courts. The new spaces MAY be ready by January.
- The Recreation Center should open the 1st week in October. Faculty & staff can join for a fee of $12 per month. This is an introductory offer.
- There will not be an increase for healthcare this year.
- A new Academic Plan for Gen. Ed. is being worked on that will include 9 - 12 hours of Core Gen Ed. courses that will be cross-disciplinary courses.
- The Stoffer building renovation is next on the building project schedule. This project will take up to two years and could start as early as Jan. ’05.
- The Art building is on schedule. Possible completion by Jan. ’05.

Next meeting scheduled for Oct. 6th.