

Staff Council Minutes

September 10, 2013

Members present: Mary Allen, Kent McAnally, Dona Walker, Brenda White, Kathryn Stoebele, Kim Fletcher, Gloria Ragsdale, Lou Olsen, Amber Traphagan, Anne Walbridge, Gayla Sarkesian, Jenith Hoover, Donna Lacey, Joyce Hutchins, Katie Woodall.

- I. Amber Traphagan called the meeting to order at 3:05 p.m.
- II. Reports
 - a. From the President
 - i. The University may expect to see more information regarding a no smoking campaign from the School of Nursing.
 - b. Benefits Committee – Deborah Moore reported
 - i. The flexible spending account agreement between the University and Security Benefit is being terminated effective November 1, 2013.
 - ii. After careful consideration, Peoples Benefit Group has recommended ASIFlex to replace Security Benefit.
 1. Several advantages of ASIFlex
 - a. Midwest customer service representatives
 - b. Customer service available on Saturday
 - c. User friendly website
 - d. Highly recommended
 - e. Lowest monthly fees
 - iii. Blue Cross Blue Shield Health Care
 1. The University will recommend to the Board of Regents at the September 19 meeting that NO changes be made to the plan or premiums for the next benefit year.
 - c. Safety Committee – Dona Walker reported
 - i. Building Construction
 1. The roofs of the Henderson and Stoffer buildings are being replaced.
 - ii. Campus Wide Safety
 1. In the fall, our insurance provider will complete a safety walk of the University.
 2. Slips, trips and falls
 - i. Please report any sidewalks that may need repair.
 - ii. Incidences of injury are down on campus. Most accidents are not work related.
 - iii. Residence Halls
 1. The kitchens in the Residence Halls will be locked at 11:00 p.m. to cut down on nightly fire alarm calls.
 2. The fire alarms will be tested in the Residence Halls the third week of September.
 3. During new Resident Assistant training, individuals were taught legal responsibilities of their duties.
 - iv. Parking Lots
 1. On the west side of campus, the vegetation is blocking the view for small cars. The grounds crew will try to maintain the bushes to the best of their ability to prevent lack of visibility for vehicles.

- v. Smoking Areas
 - 1. New ashtrays will be placed in smoking areas to avert individuals from disposing of cigarette butts into mulch.
 - vi. Staff Council Emergency Management Training
 - 1. In the future, Ron Rutherford will hold an Emergency Management Training for Staff Council members.
 - vii. Lighting on Campus
 - 1. The Henderson Building now has new lighting around the building.
 - viii. The next safety committee meeting will be held in December 2013.
- III. Discussion Items
- IV. New Business
- V. Announcements
- a. Staff Council Elections
 - i. The new Staff Council members will begin their term October 1.
 - b. Vision 2022 Town Hall Meetings
 - i. The next Vision 2022 town hall meeting will be held Thursday, September 26th, at 3 p.m. in Henderson 100. The draft of the Vision 2022 statement can be found on the Employees Tab in your MyWashburn account.
 - c. The School of Applied Studies will be holding an open house event on October 25th to celebrate 30 years of history. Please visit the following website for more information:
<http://www.washburn.edu/academics/college-schools/applied-studies/anniversary/index.html>
- VI. Amber Traphagan adjourned the meeting at 3:25 p.m.

Minutes submitted by Amber Traphagan