

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 Traphagan adjourned the meeting at 3:30 p.m.

Minutes submitted by Cory Payne