

## Staff Council Minutes

December 9, 2014

**Members present:** Jackie Askren, Shane Bartley, Jen Blackburn, Ryan Calovich, Kim Fletcher, Marta Haut, Chaz Havens, Jenith Hoover, Heather Jones, Katrina Klein, Donna Lacey, Coletta Meyer, Bonnie Paine, Gayla Sarkesian, and Colleen Thiessen

**Members not present:** Tami Boten, Kim Sturgeon, Mary Kay Thornburg

- I. Shane Bartley called the meeting to order at 3:00 p.m.
- II. "Getting to know" Rhonda Cantrell, Human Resources Director
  - a. Rhonda Cantrell, Director of Human Resources is here on campus, Morgan 118, and she is ready with an open door. Rhonda brings a wealth of knowledge and experience with her to Washburn having been at WSU, Cessna Aircraft and most recently Newman University. Rhonda stayed for a brief Q&A with Staff Council about current and upcoming initiatives. The main take away is that HR is here to support the Staff and Faculty at Washburn, please reach out and allow HR the opportunity to assist.
- III. Reports
  - a. Shane Bartley, Chair – Shane shared that the Board of Regents approved a \$700 one time stipend for all benefits eligible WU employees (pro-rated per FTE) and the BOR applauded the hard working and talented Faculty & Staff here at Washburn. From his meeting with Dr. Farley, Shane noted that construction of the KBI building and the Welcome Center are both going well.
  - b. Benefits Committee – No meeting to report.
  - c. Safety Committee –No meeting to report. Please direct any safety concerns or questions to Marta Haut.
- IV. Discussion Items
  - a. Continuation of items to focus on for the new term
    - i. Campus Signage
      1. Several council members agreed that the interactive board in the Union is great, but more is needed. It was proposed that research be done on a smart phone application where users could send a link with directions for those that are invited to campus. Jenith, on behalf of the Signage Committee, will bring research done by Leadership Institute students to the next meeting.
    - ii. iCard
      1. iCard readers are currently on 26 out 70 vending machines, and are strategically placed in high-volume areas and spread out geographically on campus, along with being balanced between snacks and drinks. Additionally, 6 machines have credit card readers (a machine cannot be fitted with both an iCard reader and a credit card reader). Business Services is also looking at better functionality between the WU and Washburn Tech.
  - b. Morgan Hall commemorative brick
    - i. It was decided that Staff Council will purchase a small brick for \$150. Each member wanting to participate will need to bring \$10 to Shane at the meeting on January 13<sup>th</sup>
  - c. Mission Statement
    - i. Will it be on the halls in the Welcome Center?

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- V. The next Staff Council meeting will be January 13<sup>th</sup>.
- VI. New Business
- a. During the Q&A with Rhonda, the Council brought up resources for staff members that may experience emotional challenges or difficulty dealing with life's stresses. An official Employee Assistance Program (EAP) has a cost associated with it that would require reallocation of our benefit plan. However, Staff Council was able to list readily available resources right here on Campus that we should all be made aware of. These resources include: Student Health Services <http://www.washburn.edu/parents-family/health-safety/student-health-center.html> , Counseling Services <http://www.washburn.edu/current-students/services/counseling/index.html> , and Bonnie Paine referenced the Psychology Clinic operated by graduate students closely monitored by Faculty. <http://www.washburn.edu/about/community/psychological-clinic/>  
The overwhelming message is that our Washburn Community cares and one way or another we will help connect someone in need with a resource on or off campus.
- VII. Announcements
- a. Marta will share with Staff Council the response from Finance about the Educational Assistance funding. <http://www.washburn.edu/faculty-staff/human-resources/wuprpm/benefits.html#20> In the future, will this benefit expand to include classes offered by Academic Outreach and/or work-schedule permitting classes at Tech?
- VIII. Shane Bartley adjourned the meeting at 3:55 pm.

Minutes submitted by Jen Blackburn & Marta Haut