

Washburn University Staff Council Meeting Minutes

January 12, 2021

Members Present – Leah Brown, Matt Busey, Meagan Smejdir, Christa Smith, Blaine Smith, Marie Hall, Nancy Province, Erik, Carlson, Jackie Askren, Drew Liggett, Beth Mathews, Jennifer Bixel, Janice Martin

Members Not Present – James Scotti, Emily Schneider

Guests – Dr. Eric Grospitch, Tisha Prather

- I. The meeting was called to order by Chairperson Christa Smith at 3:02pm.
- II. Roll Call
 - a. Attendance was taken by Zoom chat.
- III. Guest Speaker, Dr. Eric Grospitch, Vice President for Student Life, COVID-19 Update
 - a. An email was sent to faculty & staff to gather information about how many people would be willing to get the COVID-19 vaccine, if we are able to give the vaccine, or if we have access to the vaccine.
 - i. This email does NOT commit anyone to actually receiving the vaccine. This is just a method to collect information about how many people might be interested in getting the vaccine, if possible.
 - ii. Remember, this vaccine is optional.
 - iii. Faculty and staff are encouraged to reach out to their primary care physician with any questions about the COVID-19 vaccine.
 - b. If Washburn receives permission to give the vaccine, or if we have access to the vaccine, then another email will be sent out with additional information about availability of the vaccine; this will be in line with the vaccination timeline produced by the Kansas Governor.
 - i. The decision about who is eligible to receive the vaccine on a particular date is determined by Shawnee County
 - ii. We do not believe that access to the vaccine is dependent upon the county you live in, but rather on the county you work in
 - c. Washburn has applied to be a vaccination site, specifically for faculty and staff
 - d. Notification about access to vaccination will likely be short, so we will be using the Employee Wellness system to track appointments for receiving the vaccine
 - e. If we can provide the vaccine, the location of this will be determined by the amount of vaccines that we are given, and the amount that we need to give to faculty and staff; considering locations of the SRWC, Morgan Hall (Student Health Services)
 - f. Campus services and buildings will re-open as planned for the spring 2021 semester
 - g. Student vaccinations

- i. If students have a medical reason, they may fall in to an early category for receiving the vaccine, but may not receive the vaccine from Washburn.
 - ii. If students have questions about the COVID-19 vaccine, they are being referred to their primary care physician.
 - iii. We are waiting for guidance from the county on vaccinations for students who are living in communal spaces (residence halls, fraternity/sorority houses, etc...)
 - h. Spring 2021
 - i. Starting the semester remotely, and opportunity return in person is dependent upon the Shawnee County COVID-19 scorecard; this will be reviewed each week
 - ii. Hopefully we will have access to the rapid COVID-19 test by the end of this month; this will allow us to have results of tests much more quickly.
 - 1. Student athletes who are competing are tested weekly, and the test results are routinely coming back negative.
 - i. Smoking/Tobacco-Free Policy Proposal Update
 - i. Continuing to work with faculty around this issue
 - 1. At this time, the faculty do not seem to be interested in committing to a fully smoke/tobacco free campus
 - ii. Dr. Grospitch is considering a recommendation that would move the Garvey & Mabee Library/Henderson smoking locations, because these seem to be the primary areas of concern
 - j. Fall 2021
 - i. Faculty members have been encouraged to plan for the fall 2021 semester to return as normal, so staff should be considering how this may impact their areas of work.

IV. Approval of December 8, 2020 Minutes (Motion)

- a. Voting
 - i. Motion – Matt Busey
 - ii. Second – Erik Carlson
 - iii. Votes
 - 1. Yay – 13
 - 2. Nay – 0
 - 3. Abstain – 0

V. Committee Reports:

- a. Chair Report – Christa Smith
 - i. Meeting with Dr. Farley
 - 1. Temporary free access to SRWC for faculty and staff – Dr. Farley is in support of this temporary measure
 - ii. COVID-19 vaccine update
 - 1. Washburn has potential to be vaccine distribution site
 - 2. Please complete the survey that was sent out, whether or not you plan to get the vaccine, because this helps us have accurate data.
 - 3. Some student health and athletics staff have already gotten the vaccine; WU PD is likely on a schedule to receive the vaccine through the county
 - 4. Dr. Farley is hopeful that Washburn can offer the vaccine to faculty and staff soon

- iii. Employee Recognition Ceremony
 - 1. We are planning to host this event during the spring 2021 semester, but it will likely be a virtual event
 - b. Board of Regents Meeting Update – Christa Smith
 - i. Meeting on December 17, 2020 was cancelled
 - ii. Next meeting will be February 4, 2021 at 4pm, and will be streamed online
 - c. All Faculty/Staff Email/Posting Committee – Jackie Askren
 - i. No updates; the committee has not met.
 - d. Benefits Committee – Jennifer Bixel, Emily Schneider, Christa Smith
 - i. No updates; the committee has not met.
 - e. Food Advisory Committee – Jan Martin
 - i. Spring 2021 dining information available on the website
 - ii. Abraham’s is new and located in front of the Lincoln Dining Hall
 - iii. Chartwells prepared 1500 meals that were delivered to quarantined students, and donated to Topeka Rescue Mission during the fall 2020 semester
 - f. Parking Ticket Committee – Leah Brown and Blaine Smith
 - i. No updates; the committee has not met.
 - g. Safety Committee – Beth Mathews
 - i. No updates; the committee has not met.

VI. Old Business:

- a. Tobacco and Smoke-Free Campus Resolution Letter
 - i. Christa organized an Ad-Hoc committee right before the Winter Break with past and current officers to discuss this issue
 - 1. Ad-Hoc committee gained additional information about how the designated smoking areas were created, and learned that the Staff Council did not appear to be part of that discussion/decision
 - 2. The letter that Staff Council drafted is a factual letter that details the results of the survey that was sent out in March 2019, and reflected the mixed feedback from the Staff Council constituents
 - 3. Pending no objections or changes to recommend, Christa will plan to send the letter from Staff Council to Dr. Farley
 - ii. Resolution letter was sent via email from Christa to the Staff Council, please check your email and review this letter

VII. New Business:

- a. None

VIII. Informational Items:

- a. Changes to personal leave benefits
 - i. Please review the email from Dr. Farley that details the changes to the personal leave benefits
 - ii. Just a reminder that you can max out on both personal and sick leave, so please check your balances in both of these areas.
- b. Next Meeting: February 9, 2021 – Zoom Video Conference, 3:00pm-4:00pm

- IX. Adjournment (Motion)
 - a. Motion – Erik Carlson
 - b. Second – Beth Mathews
 - c. Vote
 - i. Yay – 13
 - ii. Nay - 0
 - iii. Abstain – 0

Minutes submitted by Staff Council Secretary Meagan Smejdir.