

## Washburn University Staff Council Meeting Minutes

**May 9, 2023**

Members Present – Eileen Brouddus, Holly Broxterman, Matt Busey, Deana Cannon, Gayle Davis, Raelyn Dutra, Kaydee Emperley, Justin Kingsbury, Teresa Lee, Cory Payne, Christina Pirtle, Nancy Province, Carissa Schmidlein, Christa Smith, James Thayer

Members Not Present – Gayla Sarkesian, Mark Warren

Guests – Amber Hermreck, Joshua Huston, Lacey Roberts

- I. The meeting was called to order by Chairperson Eileen Brouddus at 2:59 pm.
- II. Roll Call
  - a. Attendance was taken by Zoom chat & for those who joined in-person at Lincoln Room.
- III. Approval of April 11 meeting minutes (Motion)
  - a. Voting
    - i. Motion – Gayle Davis
    - ii. Second – Carissa Schmidlein
- IV. Committee Reports:
  - a. Chair Report – Eileen Brouddus
    - i. Thank you to all the volunteers who helped with the Employee Appreciation Ceremony, it couldn't have been successful without you.
  - b. Board of Regents Meeting Update – Eileen Brouddus
    - i. The meeting was brief due to the approval and announcements for the new Shawnee County scholarship initiatives:
      1. Shawnee Country Thrive scholarship is a \$1000 scholarship for Washburn University students (17<sup>th</sup> Street campus) and & \$750 for Washburn Institute of Technology students: <https://www.washburn.edu/admissions/paying-for-college/scholarships/shawnee-county-scholarship.html>.
      2. Shawnee County Promise scholarship is for students that are Pell Grant eligible, \$75,000 or less in household, tuition free: <https://www.washburn.edu/admissions/paying-for-college/scholarships/shawnee-county-promise.html>.
    - ii. WUBOR approved purchase of a new product that will eventually replace MyWashburn hopefully by June 30, 2024. The new product is called Ellucian Experience, similar to MyWashburn. There is a cross-campus committee working on the implementation and launch, more information will be communicated.
  - c. All Faculty/Staff Email/Posting Committee – Eileen Brouddus, Christa Smith
    - i. No news or movement.
  - d. Benefits Committee – Eileen Brouddus, Matt Busey, Kaydee Emperley
    - i. April 25, 2023 meeting – Teresa gave overview of benefit usage in the past year and idea of what might be coming. The work of this committee has started.
  - e. Food Advisory Committee – Nancy Province

- i. Corner Store will be 8:00 am-3:30 pm during the summer hours, with exception of New Student Orientation on May 23, 25, June 1, 3, 7, 9 from 7:45 am-5:00 pm.
- ii. Evening of Thursday, May 11 – Washburn Tech graduation in Lee Arena.
- f. Parking Ticket Committee –Vacant
- g. Safety Committee – Vacant

V. New Business:

a. Questions from constituents

- i. A constituent expressed that there appears to be a lack of opportunity for staff to continue their professional development. This topic of discussion was initiated from one of Dr. Mazachek’s shared ideas in making Washburn University one of the best places to work. The constituent used CTET training for faculty as an example.

- 1. Constituent was provided the following and requested this topic be place on the agenda for discussion. The following currently exists or is in progress:

- a. A new position is going to be created for training and documentation related to Banner. This position was recommended because of a “Back to Basics” review of Banner requested by Alan Bearman and performed by SIG consultants. The creation of this position is in the initial stages.
- b. ITS does provide training resources through [Infobase – Learning Cloud](https://www.washburn.edu/its/software-training/index.html) which is linked from <https://www.washburn.edu/its/software-training/index.html> . There are a variety of different types of training available.
- c. Human Resources provides some resources for professional development on <https://www.washburn.edu/faculty-staff/human-resources/professional-development-resources.html>. There is a lot of various modalities provided, higher-education targeted that are self-led included.
- d. Lacey Roberts shared that Human Resources is looking at how to support people who work on-campus, additional platforms we can use that allow our staff members to direct their own training, including Washburn-specific pieces. If there is a group looking for a specific training, Lacey is open to helping find ways based on requests.
  - i. Cory Payne mentioned that the School of Law has been seeking their own professional development through LinkedIn Learning.
  - ii. Eileen added that CTET has different modules that you earn a certificate. She suggested something similar be developed that staff can earn that acknowledges their efforts and gets noted in their record.
  - iii. Gayle feels there is a lot less chatter since we have less All-Staff-Faculty emails. Teresa shared the Marketing & Communications will be revamped to share more with the campus community.

VI. Old Business:

- a. Maternity/Paternity leave working group meeting scheduled May 17 at 10:00 am.
- b. Replacement member on Safety Committee – **Chris Pirtle**
  - i. WUPD is working on getting a new Safety Director position.
- c. Replacement member on Parking Ticket Committee – **Holly Broxterman**
  - i. Eileen will share new representative with Chief Chris Enos.
- d. Replacement for Non-Exempt D - *Morgan Hall (Last Name I to O)*
  - i. Eileen will send a note out today, please share among colleagues in Morgan.

- VII. Informational Items:
  - a. Next Meeting: June 13, 2023, 3:00 – 4:00 pm via Zoom Video Conference and in the Lincoln Room, Memorial Union
  
- VIII. Adjournment (Motion)
  - a. Motion – Gayle Davis
  - b. Second – Justin Kingsbury

*Minutes submitted by Staff Council Secretary Carissa Schmidlein.*