

## Washburn University Staff Council Meeting Minutes

**December 12, 2023**

Members Present – Eileen Brouddus, Deb Bruner, Gayle Davis, Raelyn Dutra, Kaydee Emperley, Kaylyn Hobelman, Teresa Lee, Linda Mathews, Scott Nickel (proxy for Matt Flink), Carissa Schmidlein, James Thayer, Anne Walbridge

Members Not Present – Althea Henderson, Cynthia Holthaus, Luther Lee, Kirsti Mzhickteno, Christina Pirtle, Tisha Prather, JD Reynolds, Gayla Sarkesian

Guests – Joshua Huston

- I. The meeting was called to order by Chairperson Kaydee Emperley at 3:03 pm.
- II. Roll Call
  - a. Attendance was taken by Zoom chat & for those who joined in-person at Lincoln Room.
- III. Approval of November 14<sup>th</sup> meeting minutes (Motion)
  - a. Voting
    - i. Motion – Gayle Davis
    - ii. Second – Raelyn Dutra
- IV. Committee Reports:
  - Chair Reports – Kaydee Emperley
    - No meeting with Dr. Mazachek. Hope to schedule an upcoming meeting with Dr. Mazachek.
  - Board of Regents Meeting Update – Kaydee Emperley, Eileen Brouddus
    - The agenda included approval of academic majors and programs in Criminal Justice, Applied Studies, etc. Many of these academic programs were already previewed with Faculty Senate.
    - John Haverty also presented about the cybersecurity status at Washburn, to comply with the Gramm Leach Bliley Act. Washburn is hoping to improve in the upcoming years with phishing training for students. Staff and faculty currently receive training and state funding provided will help fund training for students. There were 80 compromised student accounts in the last month, not employees.
    - Next WUBOR meeting is February 1, 2024
  - All Faculty/Staff Email/Posting Committee – Eileen Brouddus, Vacant
    - No updates.
  - Benefits Committee – Eileen Brouddus, Kaydee Emperley, Tisha Prather
    - No updates.
    - HR is working hard to get changes for 2024 changing to employees' enrolled benefits into Banner before pay periods for January 2024.
  - Food Advisory Committee – Gayle Davis
    - The “bowl” station in Union Café that is currently there is changing to a taco bar.
    - There is a special menu with Chartwells specifically for student organization to order from with lower-cost options. Gayle will share student org menu with Kaydee.
  - Parking Ticket Committee – Deb Bruner

- No updates.
- Safety Committee – Chris Pirtle
  - No updates.

V. New Business:

a. Bereavement Leave

1. Raelyn Dutra is leading a sub-committee to research a Bereavement Leave
  - a. Teresa Lee asked that the sub-committee create a proposal and include a resolution of current issues that are currently happening at Washburn.
  - b. Eileen Brouddus asked if any non-exempt employee wants to join, as they may have a different perspective than exempt employees.

b. Questions from Constituents

1. An employee is frustrated that students are parking in restricted lots for staff and faculty, specifically in the lot behind Mabee Library. Kaydee has communicated with Chief Enos to bring to his attention and is hoping to have him come to a future meeting.
2. Scott Nickel inquired about the purpose of Staff Council committees and if Washburn Tech can include requests or questions anytime to Kaydee Emperley.

VI. Old Business:

VII. Informational Items:

- a. Next Meeting: January 9, 2024, 3:00 – 4:00 pm via Zoom Video Conference and in the Vogel Room, Memorial Union

VIII. Adjournment (Motion)

- a. Motion – Eileen Brouddus
- b. Second – Deb Bruner

*Minutes submitted by Staff Council Secretary Carissa Schmidlein.*