

Staff Council Minutes

January 13, 2015

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

Members not present: Jen Blackburn, Coletta Meyer, Kim Sturgeon, Mary Kay Thornburg

- I. Shane Bartley called the meeting to order at 3:00 p.m.
- II. "Getting to know" Becky Bolte, Director Memorial Union/Associate Director Business & Auxiliary Services
 - a. Becky Bolte, Director Memorial Union/Associate Director Business & Auxiliary Services started on January 5, 2015. Becky brings extensive knowledge and experience to this position. She has worked for numerous institutions and is excited to be here at Washburn. Next time you are at Memorial Union, pop in and welcome her.
- III. Election of new secretary
 - a. Marta Haut was nominated and elected to serve as Staff Council Secretary.
- IV. Reports
 - a. Shane Bartley, Chair – No meeting with the President to report.
 - b. Benefits Committee – No meeting to report.
 - c. Safety Committee –No meeting to report. Please direct any safety concerns or questions to Marta Haut.
 - i. Two safety concerns were brought to Staff Council.
 1. Elevator issues in both the Law School Clinic and continued issues in Benton Hall. Marta spoke with Ron Rutherford, Interim Safety Director and Ron shared that he has been made aware and there is a meeting scheduled to discuss elevator action.
 2. Petro parking lot lighting for basketball games. With the construction of the KBI building, there is less available lighting in the parking lot and has been raised as a safety concern.
- V. 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, after meeting with Janel, the cost of said boards are substantial. 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
 - a. Business Services is also looking at better functionality between the WU and Washburn Tech. The punch cards that are used for the cafeteria were brought up again. Staff Council is looking into the hours of operation of the Tech cafeteria and the availability of cash transactions for the staff/students.
 - b. Morgan Hall commemorative brick

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- i. Funds were collected and it was agreed that our brick would read:



- c. Mission Statement

- i. Will it be on the halls in the Welcome Center? We are still looking for an answer to this.

VI. The next Staff Council meeting will be February 10th.

VII. New Business: No new business to report.

VIII. Announcements:

- a. Jackie Askren shared the following dates of upcoming events/services provided by the School of Law:

- i. VITA – Volunteer Income Tax Assistance, will be held every Saturday beginning January 31st on the 1st Floor of the Law School. You must be low-income to qualify. They will be held every Saturday thru April 11. VITA Hours are 9-5 (doors close at 4 to make sure all attendees are able to receive service). It will be held in room 125 of the Law School again and people should enter the school from the south entrance.

- ii. The Law School's next Veteran's Clinic to assist with Estate Planning will be held Saturday, February 28, 9:00 a.m. - 12:00 p.m., also 1st Floor of the Law School.

IX. Shane Bartley adjourned the meeting at 3:45 pm.

Minutes submitted by Marta Haut