

Washburn University Staff Council Meeting Minutes

February 13, 2024

Members Present – Eileen Brouddus, Deb Bruner, Gayle Davis, Raelyn Dutra, Kaydee Emperley, Matt Flink, Kaylyn Hobelman, Cynthia Holthaus, Teresa Lee, Linda Mathews, Kirsti Mzhickteno, Christina Pirtle, Tisha Prather, JD Reynolds, Carissa Schmidlein, James Thayer

Members Not Present – Althea Henderson, Luther Lee, Gayla Sarkesian, Anne Walbridge

Guests – Ju-Yu Chang, Baili Zhang

- I. The meeting was called to order by Chairperson Kaydee Emperley at 3:02 pm.
- II. Roll Call
 - a. Attendance was taken by Zoom chat & for those who joined in-person at Lincoln Room.
- III. Approval of December 13th meeting minutes (Motion)
 - a. Voting
 - i. Motion – Linda Mathews
 - ii. Second – Eileen Brouddus
- IV. Guest Speaker: Captain James Anguiano, *Washburn University Police Department*
 - a. Parking concerns in Lot R has changed in 2023 to an open lot for Mail Services, many complaints have occurred since late fall semester and into spring semester.
 - i. Lot R – Issue total of nine citation tickets and five warnings, spring semester nine citation tickets and 15 warnings; usual traffic is occurring on MWF classes, cold weather brought on more violations and traffic into lots.
 - b. Officers have been monitoring more frequently and issuing tickets. Officers have found that many employee tags fall in vehicles or vehicles are changed and not updated with hanging tag.
 - c. WUPD has hired new officers and are in training who will be monitoring traffic. Depending on priority of calls, officers will be doing enforcement based on priority of situation.
 - i. WU Tech west campus, security and tracking system work on-campus and additional officers will go over as needed.
 - d. Current employees need to keep hanging tag visible in vehicles, new tags can be issued with WUPD for free; officers are considering an alternative option to notify vehicles of fallen tags.
 - i. Current employees: please update with new license plates and vehicles
 - ii. New employee vehicles: please work to share their vehicle & license plates
 - e. Results from safety survey: WUPD is working on efforts with WSGA students on lighting, emergency lighting, cutting bushes back to enhance safety features on-campus; if there are concerns or questions, please feel free to communicate or reach out to WUPD, for all campuses: Washburn University campus, WU Tech west and east campuses
- V. Committee Reports:
 - Chair Reports – Kaydee Emperley
 - Meeting on Thursday, February 22, 2024
 - Board of Regents Meeting Update – Kaydee Emperley, Eileen Brouddus

- Latest WUBOR meeting was fairly quick.
 - Naming new recital building and Henderson building (Advisors Excel)
 - Strategic Plan framework was approved
 - Approval of funding for different projects on-campus: Lee Arena, Plass Building
 - A couple of degree program approvals were passed
- Next WUBOR meeting is March 21, 2024.
- All Faculty/Staff Email/Posting Committee – Eileen Brouddus, Vacant
 - John Haverty has indicated this project is on indefinite hold and can be removed from the agenda. No action is taking place about this initiative.
- Benefits Committee – Eileen Brouddus, Kaydee Emperley, Tisha Prather
 - No meeting or updates.
 - Updates from Teresa Lee: Getting information for Blue Cross Blue Shield of 2023 summary, will be communicated with consultant to compare with projections from past year and will compare and review benefit changes for 2025.
- Food Advisory Committee – Gayle Davis
 - Janel shared a monthly newsletter.
 - New leadership summary coming from Janel soon.
 - Pop-Up events: Dessert Day tomorrow in Union Café. Popcorn event at Lincoln.
- Parking Ticket Committee – Deb Bruner
 - No updates.
- Safety Committee – Chris Pirtle
 - No updates.

VI. New Business:

- a. Employee Recognition Event: Wednesday, April 23, 2024
 - i. No commitments needed to today.
 - ii. Volunteers needed from Staff Council to help with greeting and handing out programs.
 - 1. Kaydee has an upcoming meeting on February 21st about the Employee Recognition Event, so please let her know if you are interested in volunteering.
- b. Questions from Constituents

VII. Old Business:

- a. Bereavement Leave Sub-Committee
 - i. First meeting occurred before classes started in January. Proposal reflected information gathered from KBOR schools.
 - ii. Kaydee will be sharing proposal and information with Dr. Mazachek in upcoming meeting Staff Council Chairperson.

VIII. Informational Items:

- a. Next Meeting: March 12, 2024, 3:00 – 4:00 pm via Zoom Video Conference and in Lincoln Room, Memorial Union.

IX. Adjournment (Motion)

- a. Motion – Deb Bruner
- b. Second – Chris Pirtle

Minutes submitted by Staff Council Secretary Carissa Schmidlein.