

# AGENDA

## Northwest Staff Council

January 17, 2018 | 1:00 PM

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### In Attendance

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Troy Brady, Travis Kline, Jeremy Baumli, Shannon Heitman, Alex Cruz, Gabrielle Hawkins, Ashley Henggeler, Courtney Gard, Connie Murphy, Terry Immel, Michelle Drake, Evan Rand, Wes Rockwood, Kiersten Orton, Alyssa Pulley, Kirk Skoglund, John Sportsman, Marcia Martin, Mark Hendrix, Scott Walk, Marla McCrary, Nola Bond

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### Presentations

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Chief Green-Health and Safety Committee report.

- State wide, conceal and carry is back on the bill, Northwest is currently opposed to this legislation.
- March 14, 2018 will hold Bobby Bolooza which is geared toward a safe spring break, asked that Staff Council help to participate in this event, lunch is provided.
- Pending approval, Vehicular Safety Day will be held February 17<sup>th</sup>, sponsored by B.A.D. Bearcat's against Distracted Driving, target audience is college age students and up, encourage staff to attend.
- Psychological trauma has been a growing trend on campus, mental or behavioral issues, this includes staff, faculty and students. UPD has been trained to help/identify persons who are experiencing these issues.
- Trainings are available through UPD for large or small groups include Verbal De-escalation Training, Behavioral Intervention Training, Crime Prevention Through Environmental Design for the office, Emergency Response Training, Self-Defense Training just to mention a couple. Please contact UPD for more information.

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### Meeting Minutes

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Discussion over December minutes.

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### Budget

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### Organizational Structure Support & Strategic Operations Reports

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- Extended Leadership Team: None
- Faculty Senate (Brian Haile): Preparing for HLC visit, working on Chapter 2
- Student Senate (Kirk Skoglund): no update
- Board of Regents (Ashley): Franken Hall renovation and Chapter 2 revisions have been approved
- Benefits & Wellness Committee (Tanya Riley or John Sportsman): holding off on Be a Better Bearcat due to low attendance, suggestions regarding Foster Fitness Center were shared
- Diversity, Equity & Inclusion (Connie Murphy): none

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### Old Business Items

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- Staff Council Commitment to Excellence Award- was well received, Marcia thanked the group for the donations to Ben's Stockings, were able to serve 125 children and adults, special thank you from Garland George.
- Policy Committee to share election process. Members going off in May: Lori Hopkins, Kathy Cross, Scott Walk, Mary Welch, Wes Rockwood, Jeremy Baumli, Shannon Heitman, Evan Rand, Terry Immel, Kirk Skoglund, Ashley Henggeler, Marla McCrary. Committee will be working to identify area employees, area supervisors will be encouraged to conduct a nomination process. All terms moving forward will be two years. Interested staff should contact current representatives for more information.

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## New Business Items

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- myNorthwest preview-presented to NLT last week, used to improve communication on campus with initial focus on employee. Committee will be created to work on the portal to make improvements, feedback should be shared with Jeremy Baumli. myNorthwest is intended to be used as an internal tool, will focus on employees first and then move onto students.
- Spring Break- asked if staff council would like to participate in supporting the spring safety event through UPD.
- Looking into the use of the Tuition Exchange Program,
  1. working to identify the usage to identify net cost of this program
  2. looking at in-state and out of state tuition, how the employee dependent discount is applied in order with other scholarships

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## Employee Suggestions/Comments/Concerns

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- W-2s are ready to be printed.
- Human Resources will facilitate additional Husch Blackwell training sessions for staff that missed this at the opening meetings.

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## Committee Reports

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- Employee Recognition Committee-no report
- Outreach Committee-no report
- Policy Committee-start election process
- Employee Engagement Committee-no report

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## Announcements

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Institutional Research-Anna Summa is moving from the Health Center, all positions are now filled.

W-2 are ready to be printed electronically or paper copies will be sent out beginning January 25<sup>th</sup>

Keisha Holtman has accepted a position as Accounts Payable Clerk

School of Communication, Professional Advisory Committee at DL Advertising in Kansas City

Career Services-Feb 20<sup>th</sup> is Career Day, April 4 is Mock Interview Day

Purchasing Department-Copy machine contracts are being negotiated, feedback on current machines can be sent to Alyssa Pulley

Athletics-Mark Gordon, new soccer coach is on campus. Coach Tjeerdsma was selected for Hall of Fame, Harr Academic Success Center has been named and the Bearcat Steppers won 2018 UDA National Championship

Auxiliary Services: Upgrade to Astra 8, notify Mark Hendrix with any issues you may find

Marketing: new map is up and running, open to feedback

Wellness Services: receiving weekly influenza reports from the state, be sure to wash hands and best practices

Study Abroad: Jeaneth Puriel-Foot has left the university, Connie Murphy is currently working to cover that position in addition to her duties.

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### Next Meeting

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2/21/2018 1:00 PM