

Darci Blackney, Finance	<input checked="" type="checkbox"/>	Becky Meneely, Undergraduate Studies/Arts & Sciences	<input checked="" type="checkbox"/>
Melissa Bray, Facilities	<input checked="" type="checkbox"/>	Connie Murphy, Graduate/Professional Study	<input checked="" type="checkbox"/>
Angela Bremken, Facilities	<input checked="" type="checkbox"/>	Nancy Ozanne, Facilities	<input checked="" type="checkbox"/>
Nikki Bucy, Student Affairs	<input checked="" type="checkbox"/>	Rachel Peter, Student Affairs (Evan Rand Proxy)	<input checked="" type="checkbox"/>
Latonya Davis Harrison, Center for Engagement and Community Connection	<input checked="" type="checkbox"/>	Megan Runde, Academic Affairs	<input checked="" type="checkbox"/>
Shelby Eitel, Admissions & Academic Success	<input checked="" type="checkbox"/>	Melissa Wellhausen, RPDC, NW Kansas City (Duane Havard Proxy)	<input checked="" type="checkbox"/>
Alyssa Godsey, Undergraduate Studies/Arts & Sciences	<input checked="" type="checkbox"/>	Gia Zupancic, Athletics	<input type="checkbox"/>
Duane Havard, NW Foundation	<input checked="" type="checkbox"/>	<i>Open Seat</i> , Administrative Office, Capital Programs, Central Plant, Custodial Services, Energy Management, IT, Landscape Services, Maintenance Operations, Sustainability, Transportation	<input type="checkbox"/>
Tim Hill, Facilities	<input type="checkbox"/>	Brayden Major, Academic Success and Learning and Teaching Center	<input checked="" type="checkbox"/>
Brenda Lutz, Athletics	<input checked="" type="checkbox"/>	Terry Immel	<input checked="" type="checkbox"/>
Michael McBride, Institutional Research (Melissa Chesnut Proxy)	<input checked="" type="checkbox"/>	Michael Aldrich	<input checked="" type="checkbox"/>
Congwen Wang	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Krista Barcus	<input checked="" type="checkbox"/>	Provost Ward	<input checked="" type="checkbox"/>
Kat Falke	<input checked="" type="checkbox"/>	Scott Kuhlemeyer	<input checked="" type="checkbox"/>
Derek DeMott	<input checked="" type="checkbox"/>	Dr. Charles Fey	<input checked="" type="checkbox"/>

1. Dr. Charles Fey - Interim VP of Student Affairs- 1:30pm

- Dr. Fey is serving as the Interim VP of Student Affairs until June 30th. Upon completion of his role, he will provide Northwest with a report of what he views as the strengths and weaknesses in the Student Affairs area. Dr. Fey shared that he has been very impressed with the Student Affairs team and the services they provide. Please reach out to Dr. Fey or his team if you have any questions for his office.

2. Dr. Rose Marie Ward - Provost- 2:00pm

- Dr. Ward is focusing on four Provost Strategic Areas (PSA)
 - AI- Northwest has AI guidance that references other AI policies but does not currently have a Northwest specific AI policy. Dr. Ward and a task team will work to create and implement a Northwest specific AI policy. Dr. Ward would also like to create an AI website, provide professional development around AI, and include a statement regarding AI in all syllabi.
 - Retention- Dr. Ward has challenged all areas to retain 50 additional students than they would typically have at this time. Some opportunities to achieve this goal are utilizing NW360, personally reaching out to students, and determining what is best for individual students and ensuring that we make those things happen.
 - 90 Hour Degrees- WG90 is working on the parameters and guidelines that will be necessary to have in place for these degrees. Most states currently require that universities offer at least one 90-hour degree.
 - Rural Health Center- A new 4-year BSN program will be offered on campus with clinicals being completed in rural areas. Graduates of this program will have the ability to qualify for a nursing license in multiple states instead of solely in Missouri. Along with collaboration with rural health facilities, the goal of the Rural Health Center will be demonstrating the differences between operating in rural areas vs urban areas.

3. Scott Kuhlemeyer and Derek DeMott - Capital Programs- 2:15

- The newly proposed Space Heater Policy draft was discussed and questions were fielded.
 - The purpose of eliminating the use of space heaters is to avoid having false temperature readings; space heaters provide additional heat that will cause the monitoring system to read inaccurate temperatures. The new equipment is only under warranty for one year, which increases the necessity of having accurate temperature readings so that equipment can be fixed if needed.
 - The temperature range of 68-75 degrees is based on the State of Missouri's range sliding scale.
 - If temperatures get too low, supplemental heat might need to be utilized and space heaters could be provided by the university until the temperature has increased. Work orders must be submitted before a space heater will be provided. It was stressed that work orders will be extremely important during this observation period so that equipment can be evaluated as soon as possible.
 - The question regarding bullet one in the policy was posed: What amount of time is considered a 'reasonable' amount of time as written in the policy? This question has been passed on and will be answered after further discussion occurs.
 - This policy is solely for space heaters. The use of personal fans is still permitted at this time.
 - Steam will no longer be used as the source of heat on campus. Instead, there will be eight miniature heat buildings across campus. Each building will have the capability to provide twice the heat needed for its area and will be able to cross-connect with other heat buildings.
 - Three new chillers have been installed on campus to provide more consistent cooling.
 - Please see the attached Space Heater Policy draft and reach out to the Capital Programs team if you have any questions.

4. Kat Falke- Workday Updates - 2:30

- Workday Updates
 - User Readiness Review: [Registration is open](#) until April 24th (or until filled).
 - Sessions will take place May 4 – May 7.
 - URR sessions will include topics such as:
 - Workday: Employee Self Service for Faculty & Staff
 - Workday: Manager Self Service for Leaders of People
 - Special Topics such as expenses, purchasing, and hiring
 - Workday Introduction and Navigation sessions will be announced in the April HR Bulletin.
 - Topics will include key transition dates, available training, and checklist items for after go-live.
 - [Training schedule](#): will be released soon.
 - [Biweekly Payroll Transition](#): Information and updates available on the [Workday webpage](#), including [financial resources and virtual session recordings](#). Optional leave buyout option form will be available on May 1.
- Takeaways
 - Another sneak peek is coming in next week's HR bulletin: My Tasks.
 - Change Network will continue taking updates to groups this month.
 - Submit questions or concerns via the [feedback form](#).
 - Review HR bulletin monthly and the [Workday website](#) for updates and information about Workday.

5. Krista Barcus - Leadership Advisory Team / Human Resources

- No business to report.

6. Committee Reports

- Employee Recognition – Nikki Bucy
 - End of the Year Staff Appreciation Event will be held May 13th from 2-6pm and 8-10pm in the Bell Tower area.
 - Staff t-shirts have been passed out with exception of a few. Please reach out to Nikki Bucy if you have not received yours.
- Outreach – Shelby Eitel
 - The Outreach Committee is considering holding another fundraiser this summer. More information will be discussed at the next meeting.
 - Looking forward, the sweatshirt fundraiser will once again be held this fall.
- Policy Committee – Melissa Wellhausen
 - No business to report.

7. Old Business

-

8. New Business Items

-

9. Engagement Survey Actions

-

10. Employee Suggestions/Comments/Concerns

-

11. Announcements

- **Next Meeting – May 20 | 1:30pm, OL 250**
- Ally Affinity- Michelle Drake
 - No business to report.
- Center for Engagement and Community Connection- Latonya Davis-Harrison
 - Bearcat Celebrate will be held after grad fest 6:30 on the 30th
 - If a student needs a specific graduation stole, encourage them to stop by the CECC or contact Latonya Davis-Harrison.
- Northwest staff related groups are welcome to attend Staff Council meetings to briefly discuss their activities. Please notify Staff Council if you have information to share or will plan to attend one week prior to the meeting.