

Staff Senate Meeting April 17, 2019

Call to order: Meeting called to order at 9:33 am.

In attendance: Rip Horsey, Laura Lyon, Kyler Dreyer, Lori Palmer, Natasha Gaspar, Max Chartier, Susan Hays, Kristen Larson, Emily Diamond (attending for Eric Dickey), Kathryn Plummer

Absent: JD Welch

Guests: Laura Tierney, Kathy Bolen, Adry Clark, Gabbie Boyle (Diversity and Inclusion Committee Representative), Judy Vanderburg, Jackson Stalley

Approval of the minutes: Minutes approved with no edits.

Reports:

Campus Climate Survey Presentation - Judy Vanderburg

- Great Colleges to Work For is a survey that compares institutions nationwide based on employee satisfaction. Western Oregon University has participated in the survey before. The last time WOU participated was three years ago. The results from that survey are not currently posted, however, Judy believes that they were given to Staff Senate and/or Administrative Equity Council. Judy will look into retrieving results from this former survey.
- WOU decided to participate in the Great Colleges to Work For survey because the opportunity presented itself. Western elected to use a sample size rather than surveying the entire campus because Great Colleges to Work For provides sample size surveys for free. Great Colleges to Work For determines how many people from each group (administration, staff, faculty, etc.) to survey based on the size of the school's campus.
- WOU may be eligible for awards depending on how we measure up against other institutions. WOU will receive results at the end of July and awards will be announced in June. Results will be made public once they are received.
- Judy reported that there was a 40% response rate to the survey.
- Other groups on campus have requested a campus climate survey besides Staff Senate. The university has not completed a campus climate survey in five years and the past climate survey was geared more toward sexual misconduct on campus. WOU is currently searching for a survey that will be far-ranging and connect to the strategic plan.

Judy is researching available instruments, however, she will not be the person who decides which one WOU will use.

- Instruments available for use:
 - National survey that separates groups on campus (staff, faculty, students) and then integrates the data.
 - Law firm that surveys the entire campus and then sets up a program for moving forward.
 - This tends to be the most expensive
 - Survey that separates groups on campus and compares groups against each other.
- Judy stated that climate surveys are not normally completed annually because it does not give organizations enough time to measure progress or begin a process to improve campus climate.
 - A point made by Staff Senators was that annual surveys give university employees a voice. However, Judy pointed out that there are several other ways that employees can make their voices heard like through performance evaluations and suggestion boxes.
- Examples of institutions that complete campus climate surveys are UCLA and University of Michigan. Big research universities complete climate surveys as part of their research agenda.
- Staff Senators mentioned important factors that they hoped would be included in the research of possible instruments. Factors included use of surveys by institutions similar in size and surveys that address issues like bullying and incivility.
- Other issues that were discussed were whether WOU is on a cycle for climate surveys and if the cost of employee retention might offset the cost of a climate survey.
- During the presentation it was established that climate survey is not the same as an employment survey. Climate surveys are concerned with the entire university and the experience of everyone at the university, where employment surveys are geared toward employees of the university and their experience as employees. Judy emphasized that employment surveys can be completed annually and HR would be willing to work with Staff Senate to construct an inhouse survey.
- Jackson commented that a good deal of classified staff do not have access to a computer on a regular basis during the work day (facilities and dining staff particularly) and that using electronic mediums exclusively excludes a significant amount of campus employees.

Board of Trustees review of talking points - Rip Horsey

- Rip presented his talking points for the Board of Trustees meeting.

- The last Board of Trustees meeting will be on June 12th. At this meeting Rip will want to address the goals Staff Senate set at the beginning of the year and what we have done to accomplish them.

Executive Committee Election results - Kyler Dreyer

- President - Natasha Gaspar
- Vice President - Kyler Dreyer
- Secretary - Laura Lyon

Unfinished Business:

General election process for May

- Executive Committee elections are complete.
- Second year Staff Senators wishing to be on the ballot for general elections will need to declare their intent.
 - We will be looking for three classified and two unclassified Staff Senators.
 - Those who are interested in being on Staff Senate next year need to contact Kyler.
- Our June meeting will serve as the transitional meeting between old and new Staff Senators.

Scholarship process review

- We have six reviewers for the Staff for Student Scholarship
 - The deadline for applications is May 1st.
 - There is a “how-to” available for reviewers who need help navigating the reviewer portal.

New Business:

- **New Employee Orientation**
 - Staff Connection Committee would like to share the SCC newsletter during orientation.
 - Perhaps the newsletter can be e-mailed to new employees?
 - The idea getting a Staff Senate e-mail account was brought up.
 - The staff tuition discount should also be mentioned at orientation.

Announcements:

- 5th Tuesday meeting will be on April 30, 2019, 3:30-5pm in RWEC 101.
- Staff Senators are encouraged to check out The Edge, WOU’s magazine.
- Master of Arts program in Organizational Leadership has been approved.

- University Diversity and Inclusion Committee will be going to a big conference Memorial Day week. They are very excited because of the tools and information they will have access to.
- Internship applications will close this Friday. So far there has been a good turnout for application submissions.
- 2019-2020 catalog will be coming out in May 2019.

Adjourned at 10:57am.