



Staff Senate Minutes

September 22, 2020 (12:00-1:00 pm)

Online Via Zoom

Call to Order via ZOOM video conference 12:02 pm

<https://wou-edu.zoom.us/j/95163741906?pwd=bk5nRTRQbGNlZDZET2N3eko3TyttUT09>

In attendance: Olivia Flores, Ryan Jennings, Kathy Bolen, Bev West, Melissa Hinzman, Samantha Cameron, Rip Horsey, Michelle Gallagher, Beth Jones, Laura Tierney, Tony Manso, Colin Haines

Absent:

Guests: Ryan Wright, Jessica Olson, Hilary Holman-Kidd

Start recording

- Reminder that meeting is being recorded, which includes all chats

Approval of minutes

- Draft in Staff Senate Team Drive for August 11, 2020
 - Kathy moved to approve the minutes from last meeting, Michelle seconded.
 - 11-0-0

Reports

New Business

- Filling vacancy
 - Ryan Jennings will be leaving WOU starting at the beginning of October. Bev has filled in as interim president.
 - There will be two votes, one to fill the executive spot and one to fill the classified position.
 - Olivia will be sending out Google Forms for nominations/voting.
- Scheduling remaining Fall Term meetings
 - Oct x2, Nov x2, Dec x1
 - The next meeting will be October 1st from 2:30-4:00pm
 - The rest of the Fall meetings will be scheduled via a Doodle Poll

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Unfinished Business

- Update on gathering and submitting questions from university staff to President's Cabinet
 - The President shared that the questions were shared with his Cabinet and Academic Affairs.
 - Rex wants to meet with the exec committee to discuss the questions instead of providing a writing response. There is currently a meeting scheduled for Friday September 25th.
- From July 2020 meeting: 2020-21 Goals
 - 2020-21 Goals - potential goals:

We need to create SMART goals so that we can measure progress.

- Improved Communications
 - Staff senate needs to evaluate what type of communication and how we are going to measure it to see how we can make progress towards completing the goal.
- Performance evaluations
 - We need to get an updated report to see what the current status is for evaluations.
- Training
 - Staff development
 - Mandatory trainings for all employees
 - HR is purchasing a portion of an LMS that will provide trainings. The LMS connects to Banner for easy tracking and the courses are pre-made. Currently the only trainings are for legal and compliance trainings and the goal would be to add soft skills and other important training later on.
 - Last year the staff senate came up with a list of mandatory trainings and some highly suggested trainings. ([see here](#))
 - Employee Recognition is something that should be discussed as a part of the goals as it came up a lot in the campus climate survey.

Announcements

- Public Comments - Anything for the good of the order?
 - Staff Connections Committee has created a website that Kathy showed during the



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meeting. The website is not live yet but will be linked on our Staff Senate webpage once it is up and running.

- We need to do a nomination and vote on a new UBACC representative, we need an unclassified position.

Adjourn

1:02 pm