



Staff Senate Minutes

December 7, 2021 (10:00am–11:30am)

Online Via Zoom

In Attendance: Keats Chaves, Michelle Gallagher, Melissa Hinzman, Rip Horsey, Jenna Otto, Amber Plahn, Michael Reis, Kelly Rush, Adrian Trujillo

Absent: Amanda Bales, Luanne Carrillo-Avalos

Guests: Olivia Flores, David Foster, Julia Fruit, Keegan Gormally, Beryl Neequaye, Maggie Newton, Sharon Price

Start recording

- Reminder that meeting is being recorded, which includes all chats.
- Meeting recordings will no longer be publicly available - only accessible to Senators

Approval of minutes

- November 16, 2021 Minutes were approved

Reports

- Committee Reports
 - Covid Safety (previously Re-Opening)
 - There will be another clinic at Ash Creek on December 10th
 - If you have questions or concerns about Covid Safety, please let Jenna know.
 - Staff Connections
 - The cookbook is at the printer and proofs will be available this week. Hoping to have the cookbook available as soon as next week.
 - Administrative Equity
 - Michael Reis is now the Chair
 - Working to gain clarity & consistency on policies for grant funded unclassified positions and between grant funded vs. university funded positions
 - Some grant funded unclassified employees have received inaccurate leave reports. Committee is working to make sure employees are held harmless in leave usage where there were inaccurate reports.
 - Advocating for an updated unclassified handbook (current version is from 2011)
 - As an aside – Classified employee handbook is from 2014, Faculty

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Handbook is the 2020-2022 edition.

- Shared Governance
 - A campus update is being planned for February 2022. Focus will be on student resources and how we can better support students.
- UBAC
 - Budget Conversation Schedule is available at -
<https://wou.edu/ubac/ubac-proposal-process/>
 - January 20th 1:00 – 3:00 will focus on the overall budget
 - February focus is on employee retention
- Board of Trustees meeting
 - Jenna presented an overview of her report to the Board
 - The lack of consistent performance evaluations was noted
- AGB Consultants meeting
 - Jenna & Rip attended with representatives from other Oregon Public Universities to provide information to AGB Consultants.
 - AGB is evaluating University Board of Trustee structures and how they are perceived at each institution
 - Several universities shared similar morale issues, the desire for more transparency from the board and for the board to ask for more input from different governing groups on campus.

Unfinished Business

- Committee Needs
 - Staff Connections - Senator
 - UDIAC – CM Hall has been appointed
 - UTAC - staff (1)
 - WUC Advisory Committee - Senator (if possible)
- Staff Senate Classified vacancy
- Appreciation/Recognition
 - Department Recognition
 - Working on nomination submission form (always open)

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- Announce departmental winner 1st week of January
 - Vote will need to happen outside of regular meeting
 - Chalk Board has arrived. Jenna is looking for someone who would like to decorate it.
- Individual recognition
 - Working on nomination submission form (always open)
 - Vote during regular meeting 3rd week of January.
- Continued Updates
 - Request for Senator to help schedule/arrange “updates” to Staff Senate
 - Reach out to Jenna if you are interested
- Performance Evaluations & Training

New Business

- Committee updates “schedule”?
 - Based on frequency of each committees meetings.

Announcements

- Kudos/Recognition
- Public Comments - Anything for the good of the order?

Adjourn

Upcoming Meetings:

- 1/18/22 Tuesday 10:00am - 11:30am
- 2/1/22 Tuesday 10:00am - 11:30am
- 2/15/22 Tuesday 10:00am - 11:30am
- 3/1/22 Tuesday 10:00am - 11:30am
- 3/15/22 Tuesday 10:00am - 11:30am