

## Staff Senate Minutes

January 21, 2025 (2:00pm–3:30pm)

Online Via Zoom: <https://wou-edu.zoom.us/j/85780295099>

### Start recording - Staff Senate follows Simplified Robert's Rules

- Meeting recordings are for the Secretary to complete minutes effectively; when minutes are approved, the recordings will be deleted

**In-Attendance:** Rip Horsey, Wendi Mars, Connor King-Goehring, Sandra Holland, Sam Morgan, Kristen Perry, Ellie Baker, Adrian Trujillo, Gregg Vineyard

**Absent:** Alexis Morrison, Ambre Plahn,

**Guests:** Dave Beasley, Crystal Ross

### Approval of minutes

- December 3rd Minutes are approved.

### Guest Speakers

- Dave Beasley, Director of Development, Annual Giving & Sponsorships, WOU Foundation
  - Please see the attached flyers
  - Giving Day will happen on Tuesday, March 4. If your direct office would like to be on that page to raise funds, please get in touch with Dave as soon as possible and he can create a page for your office.
  - Staff for Student Scholarship – this is a fund sponsored by Staff Senate. Right now, we have about \$200 in the account which is around \$800 short of what we need to offer a scholarship next year. WOU has a payroll deduction option that would allow you to make a monthly contribution directly from your payroll to this scholarship fund. It is tax-deductible and can be allocated directly to the Staff for Students funds or multiple funds. If we had 20 WOU employees give \$5 per month, that's it our goal would be met, and this scholarship would be funded. If at some point, we have 40-50 WOU employees committed to \$5-\$20 per month then we start exceeding our goal and can begin having conversations about awarding multiple students a scholarship, or setting up an endowment, etc. However, as it stands, we continue to scramble each year to come up with enough funds to get just one scholarship each year.
    - Giving Day is really a crowdfunding opportunity, so if you are thinking about donating and looking for that one time option, please do it on March 4 to be a part of that giving day campaign.

### Reports

- Committee Reports
  - Shared Governance - TBD for Winter (will meet twice)

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- President's Cabinet & University Council met on December 11
  - Banner Optimization
    - Tom Litterer will be attending the February 18 staff senate meeting to tell us more about this project and what the implementation process will look like.
  - Strategic Plan
    - At-a-glance pocket-guide
    - We need the campus community to understand what the mission is
      - Core values are a bonus
    - Units reporting to the president have created their strategic plan
      - Next up: depts within those units should align their mission/plan
    - Optional things:
      - Check out HECC's Strategic Plan
      - Google "A Plan is Not a Strategy" YouTube video
  - NWCCU Accreditation Update
    - NWCCU site visit on April 4, 2025 (UC will likely be one group that they meet with)
    - Recommendation 1: Ongoing and systemic evaluation and planning
      - Directly connects to annual learning outcomes assessment
      - Related to the Strategic Plan as well
    - Recommendation 3: develop a project plan to support best practices
  - Advisory Committee Updates Committees came out of accreditation recommendations (pre-covid); highlights transparency with the campus community
    - UBAC (Zach Hammerle)
      - New Members - Emily Valla Haynes, Mike Green, XuanXuan Villeneuve, Alexa Admunson
      - New Tri-chair - Noah Carillo (along with Zach Hammerle and Melanie Landon-Hays)
      - Budget stories were presented to the BoT last year
      - Utilizing centralized email moving forward
      - Plan for the year
        - Review the original charge and establish the application of the strategic plan
        - Develop strategies for program proposal
    - UDIAC (Dominique Vargas)
      - Focus on the charge and membership structure
      - Early January - Dr. Peters will email a revamp of UDIAC
        - This committee will continue to work with the equity assessment
    - UTAC (Chelle Batchelor)
      - Tri-chairs met before the Fall term to review the strategic plan and determine areas of focus

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- Digital Accessibility Policy (Fall/Winter)
- Data Governance (Winter/Spring)
- Software Procurement (Spring/Summer)
- Banner Optimization (ongoing)
- Digital Accessibility Policy
  - Draft policy will be started in Winter Term
  - Strive to meet the highest WCAG standards
- Data Governance
  - Strategic Alignment
- Software Procurement
  - Establish a process
  - Ensure software isn't duplicated
- Other - Administrative Equity, Staff Connections, etc.

### Unfinished Business

- Classified Senator Seat - Sam Morgan, welcome to the team!!!
- UTAC Representation (Classified seat) – still looking for someone to run to fill this seat. Rip will send out an email seeking nominations.

### New Business

- None

### Goals (SMART)

- Fund the Staff for Students Scholarship
- Build connections through consistent communication and guest speakers

### Announcements and Reminders

- Agenda item suggestions
- Reminders
  - More departments are moving in February
- Training and Events for Staff
  - [Title IX](#)
  - Diversity Equity and Inclusion - check out the @WOU Newsletter for details
  - Information Security Training (linked in Portal)
  - Business Office Campus-Wide Trainings - watch for emails from Cheri Darby
- Kudos/Recognition
  - Wheel of Names! The January Staff Member of the month is Debbie Braun...YAY!
- Public Comments - Anything for the good of the order?
  - Thursday, January 23 Abby's House will be hosting a Stalking Awareness Event featuring the Best-Selling Author Anna Nasset to talk about her book *Now I Speak*. From



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noon to 1pm she will be at the Student Affairs Book Club located in the WUC, Summit. Then, from 1:30pm to 3pm she will be the Keynote and book signing located in the WUC Willamette Room. Finally, from 3:30pm to 4:30pm she will be giving a Storytelling workshop for survivors located in the Willamette Room.

- Staff Senate will be celebrating Oregon's Birthday instead of Valentine's Day this year and they will be providing cakes that are published in the staff cookbook.

### Adjourn

### Upcoming

- Next meeting: February 4, 2025
- Guest: Cristian Mendez Garcia, Assistant Director of Hispanic Serving Institution Initiatives



# Support the Staff for Students Scholarship Fund

**EMPLOYEE GIVING MADE EASY!**  
CLICK OR SCAN THE QR CODE TO ACCESS  
THE “EMPLOYEE GIVING FORM”  
(AKA PAYROLL DEDUCTION)

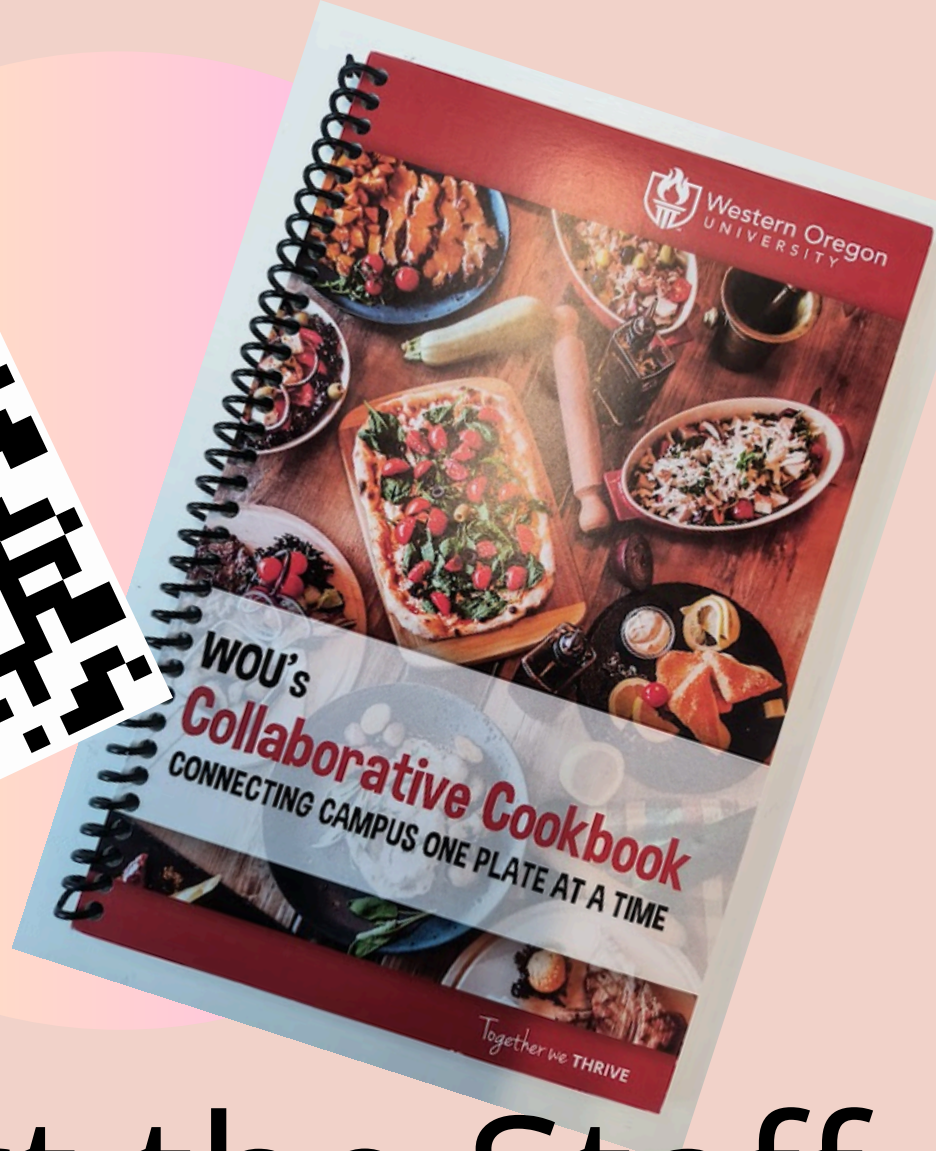
When asked what the gift will be used for,  
please select ‘other’ and write in:  
**“Staff for Students Scholarship Fund”**



# Support the Staff for Students Scholarship Fund

**EMPLOYEE GIVING MADE EASY!**  
CLICK OR SCAN THE QR CODE TO SUBMIT A  
ONE-TIME PAYMENT.

Under the designation, please select 'other' and write in:  
**"Staff for Students Scholarship Fund"**



# Support the Staff for Students Scholarship Fund

**EMPLOYEE GIVING MADE EASY!**

CLICK OR SCAN THE QR CODE TO PURCHASE YOUR COPY OF  
WOU'S COLLABORATIVE COOKBOOK

**All cookbook earnings directly support the  
Staff for Students Scholarship Fund**