Staff Senate Minutes

April 15, 2025 (2:00pm–3:30pm)
Online Via Zoom: https://wou-edu.zoom.us/j/84978596671?pwd=XRBq8YLsKyNj5uCCRSdmUwPkue5czY.1

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: Alexis Morrison, Ambre Plahn, Rip Horsey, Wendi Mars, Connor King-Goehring, Sandra Holland, Ellie Baker, Kristen Perry, Gregg Vineyard, Adrian Trujillo

Absent:

Guests: Kodee Harwood, Judy Sylva, Anfisa Boianoff, Dakota Nelson, Keats Chaves,

Approval of minutes

- April 1st Minutes are approved

Guest Speakers

- Judy Sylva, Associate Provost for Academic Effectiveness
    - NWCCU Accreditation Process and Updates
    - Presentation about the NWCCU Spring 2025 Visit attached to these minutes

Reports

- Committee Reports
    - Shared Governance
        - Last Meeting: March 13, 2025
        - Next Meeting: TBD for Spring
    - President's Cabinet
        - Last meeting: April 9, 2025
            - Debrief regarding the Budget Townhall and discussed moving forward with creating a policy for Emeritus Faculty.
        - Next meeting: May 14, 2025
    - University Council
        - Last meeting: March 12, 2025
        - Next Meeting: June 11, 2025
    - Other - Administrative Equity, Staff Connections, University Advisory Committees, etc.
        - Scholarship Review Committee has concluded their review of applications and Financial Aid is working on awarding the student with the highest ranking score soon.
        - Staff Connections – Bring your Own Lunch Picnic event is coming up from

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12:00pm – 1:30pm on Wednesday, April 30th outside of Rice Auditorium.

Unfinished Business

-

New Business

-

Goals (SMART)

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

Announcements and Reminders

- Announcements
  - Staff Senate Coffee & Tea Break - April 24, between 9-10am
  - HSI Summit - a full week of activities beginning April 18
- Agenda item suggestions
- Important Training Reminders
  - Title IX - On hold
  - Information Security Training (linked in Portal)
  - Business Office Campus-Wide Trainings - watch for emails from Cheri Darby and Sandra Holland
  - Check out the @WOU Newsletter for more optional events and training
- Kudos/Recognition – Andres Hernandez is the Staff Member of the Month winner for April…YAY!
- Public Comments - Anything for the good of the order?
  - Business Office Year-End is coming up and anyone that works with anything accounting related (P-Cards, Invoices, purchasing, etc.), please plan to attend. If you did not get an email to attend, please email Cheri Darby to get added to one of the scheduled sessions.
  - April is Sexual Assault Awareness Month and Abby's House will be hosting many events throughout the month. April 16 – 30 is the Clothesline Project, April 24 is Take Back the Night event, and April 30 is Denim Day.
  - OSAA Speech and Debate sessions will be going on April 24-26, and many students will be all over campus preparing for their speech/debate.
  - Nominations for Staff Senate Executive seats are happening right now.

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Adjourn

Upcoming

- Next meeting: May 6, 2025
- Guest: TBD

NWCCU Spring 2025 Visit

Response to Ad Hoc Report

Western Oregon University

NWCCU Accreditation

Timeline of Actions in the Current Cycle

Spring 2023

NWCCU Evaluation & Site Visit

July 2023

NWCCU Letter Received including Reaffirmation of Accreditation, Commendations & Recommendations

Spring 2024

Ad Hoc Report on Recommendation 2, Financial Stability & Sustainability

July 2024

NWCCU Letters Received: Acceptance of Spring 2024 Ad Hoc Report; Notice of Concern (NOC)

NOW! Spring 2025

Financial Resources Review (FRR) to address NOC; Ad Hoc Report & Implementation of Improvements.

April 4, 2025

NWCCU Site Visit to address Ad Hoc Report & Implementation of Improvements.

Recommendations

1

Establish and maintain a consistent, ongoing system for planning, evaluating, and improving all aspects of the university, with a clear focus on student learning and achievement.

Essentially, it's about demonstrating a culture of continuous improvement through structured processes and data-driven decision-making.

3

Modernize and optimize its operations using higher education best practices and technology.

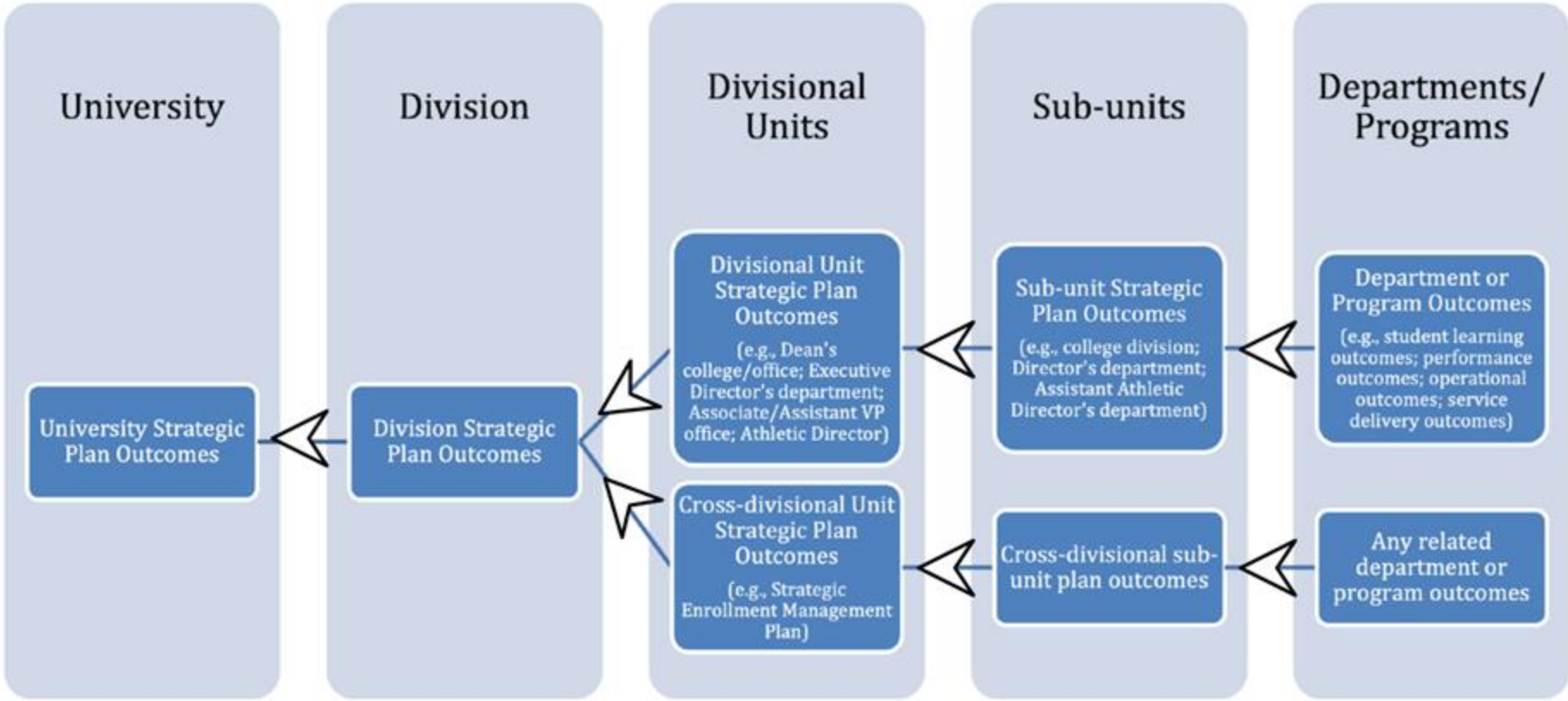
This includes ensuring adequate staffing, fully utilizing technology platforms, and providing effective staff training.

Adaptation of the Bersin by Deloitte's (2012) High Impact Learning Organization (HILO) Maturity Model.

What is WOU doing to address Recommendation 1?

How will we evaluate the institutional strategic plan to inform improvement??

Step 1: Align Goals & Outcomes



Strategic Plan Outcomes Alignment & Assessment

	Timeline:	2023-24 2024-25 2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32 Self Study
	University Strategic Plan Outcome:							
Institutional Sustainability	Western adapts to changes in the higher education landscape and implements strategic responses to emerging trends.	*Plan*	do	do	do	check	act	do
	Streamlined and efficient processes enhance teaching methods, research capabilities, resource allocation, and administrative efficiency.	*Plan*	do	do	check	act	do	check
Transformational Diversity	The overall quality and richness of the Western community is enhanced by diverse and talented students and employees.	*Plan*	do	check	act	do	check	act
	Western Establishes positive, collaborative, and accessible learning and working environments that promote creativity, innovation, and effective teamwork.	*Plan*	do	do	check	act	do	check
Student Success	Students are supported in a way that fosters satisfaction, belonging, engagement, and empowerment.	*Plan*	do	check	act	do	check	act
	Students complete their educational goals and develop a lifelong learning mindset, preparing them for continuous education and professional development throughout their careers.	*Plan*	do	do	do	check	act	do
	Students feel connected to a larger community and see the real-world relevance of their academic pursuits.	*Plan*	do	do	check	act	do	check
Community Strength	The Western Oregon University community and community partners work with a sense of shared interest and mutual benefit, navigating external factors, such as economic shifts, policy changes, and global events, with a proactive and adaptive approach.	*Plan*	do	do	do	check	act	do

Key:

Plan: Develop unit strategic plan including outcomes for each goal as well as measures or evidence that will be used to inform the assessment of each outcome. Establish a logic model to monitor the dynamics of resource allocation, strategies, tactics, interventions, or initiatives and outcomes to inform decision-making and a project plan with roles and responsibilities to collect, assess, report, and implement changes for ongoing improvement. Align sub-unit outcomes to unit outcomes and establish a timeline for assessment that informs the assessment of University Strategic Plan Outcomes.

Do: Initiatives will be implemented and outcome evidence will be collected and summarized, and compiled for review

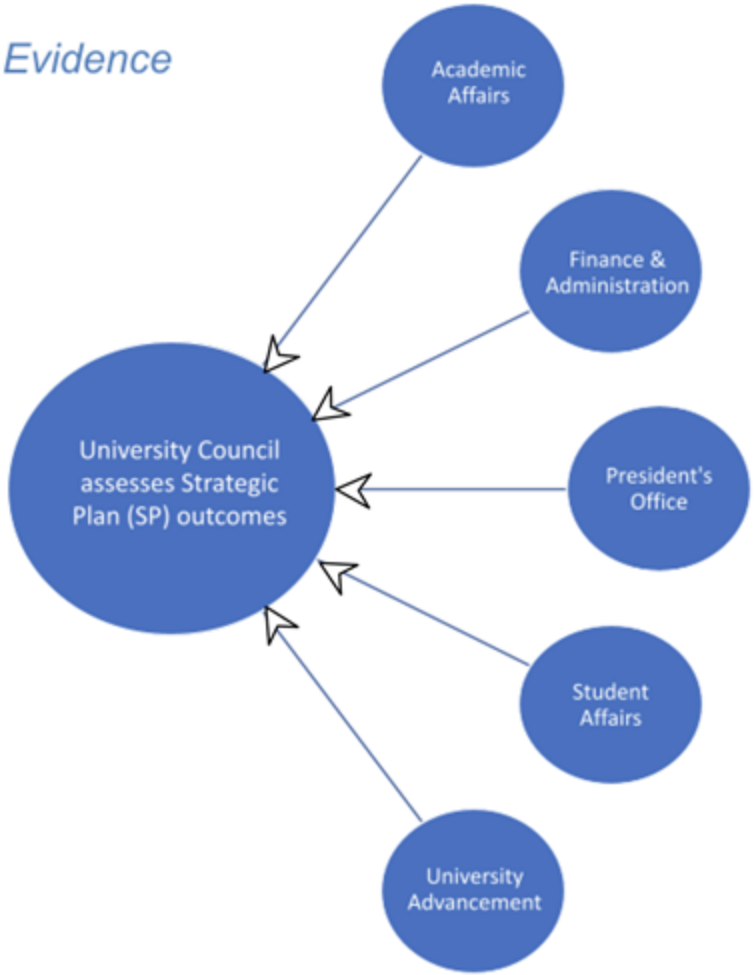
Check: evidence will be assessed relative to the outome resulting in some interpretation of the ways in which the outcome is being realized and implications for improvement in support of maximizing the impact and achieving the aligned goal. Implications will be prioritized and recommendations will be shared to determine alignment with available resources and/or requests for resource allocation or reallocation.

Act: Any recommendations accepted and funded will be implemented and the assessment cycle continues

Step 2. Determine the timeline for which institutional outcomes will be evaluated to inform evidence collection.

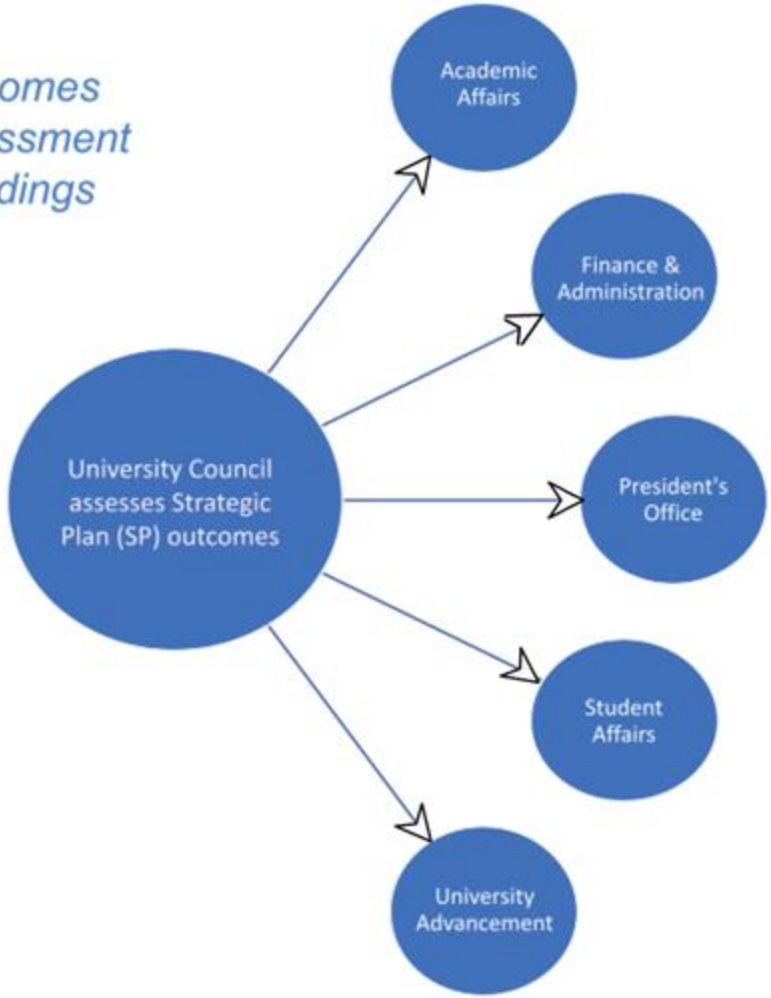
Step 3.
At the institutional level, University Council collects evidence of outcomes aligned to selected institutional plan outcomes from the University Divisions.

Collecting Evidence



Division SP outcome assessment reports inform assessment of University SP outcomes.

SP Outcomes Assessment Findings



University Council SP Outcome Assessment Report including recommendations for improvement goes back to the Divisions to inform planning and implementation of accepted recommendations.

The findings could be used to inform improvements in:

- Divisional Strategic planning
- Resource allocation processes
- Usefulness of current measures and/or identifying more appropriate evidence
- Outcomes assessment processes
- Institutional support/infrastructure

Step 4. Based on evaluation of outcomes at the institutional level, University Council makes recommend-ations for improvement to the institutional plan and divisional units

What can members of the WOU community do to address Recommendation 1?

What can we do?

Faculty

- Participate in Assessment Activities
- Embrace Continuous Improvement
- Contribute to Departmental and Divisional Planning
- General Education Improvement

Staff

- Support Data-Driven Decision-Making
- Contribute to Strategic Planning
- Embrace Process Improvement
- Support Assessment Efforts

What can we do?

Students

- Provide Feedback
- Engage with Learning
- Understand Learning Outcomes
- Participate in Student Governance

Everyone

- Promote a Culture of Learning through Assessment
- Support Leadership Initiatives
- Stay Informed
- Be Prepared for the Site Visit

1	Evaluating Professional Staffing Levels and Expectations	• HR and Payroll Restructuring • Structuring a new unit: Enrollment Management and Student Success • Academic Effectiveness Restructuring • Sponsored Programs Office Restructuring
2	Optimize and Promote Efficiency (Technology)	• Banner Optimization Project • Navigate 360 Optimization • Slate Optimization
3	Staff Training for Technology Initiatives	• Banner Optimization Project • Navigate 360 Optimization • Slate Optimization

What is WOU doing to address Recommendation 3?

What can members of the WOU community do to address Recommendation 3?

What can we do?

Faculty

- Embrace Technology in Teaching & Advising
- Provide Feedback on Technology Needs
- Support Data-Informed Instruction
- Participate in Training

Staff

- Optimize Technology Use
- Provide Technology Support
- Contribute to Data Management
- Learn the new systems
- Provide feedback

What can we do?

Students

- Utilize Technology Resources
- Provide Feedback on Technology
- Engage with Technology in Learning
- Be prepared to use new systems

Everyone

- Promote a Culture of Technology Adoption
- Support Technology Training and Development
- Provide Constructive Feedback
- Be Prepared for the Site Visit
- Cybersecurity Awareness

Why???

WOU is striving to become an optimized learning organization is support of our mission and in pursuit of our vision.

Impact:

- Culture of Continuous Improvement
- Enhanced Alignment
- Increased Transparency
- Enhanced & Improved Student Success
- Increased Collaboration
- Increased Institutional Effectiveness

How do these impacts affect the institutions long term stability and sustainability?

Culture of Continuous Improvement	Enhanced Alignment	Increased Transparency
A culture of continuous improvement allows the institution to adapt to changing environments, whether those changes are technological, demographic, or economic. It fosters innovation and ensures that the institution remains relevant and competitive. It creates a resilience to unexpected challenges.	Ensures that resources are used efficiently and effectively, preventing duplication of effort and maximizing impact. This strategic coherence strengthens the institution's ability to achieve its goals and maintain financial stability. It allows for better resource allocation.	Builds trust with stakeholders, including students, faculty, staff, alumni, donors, and the community. Trust is essential for attracting and retaining students, securing funding, and maintaining a positive reputation. It allows for better public relations.

Enhanced & Improved Student Success	Increased Collaboration:	Increased Institutional Effectiveness
Student success is a key indicator of institutional effectiveness and value. High retention and graduation rates attract more students, improve alumni engagement, and enhance the institution's reputation. Happy graduates become supportive alumni.	Collaboration fosters a sense of community and shared purpose, which strengthens the institution's social fabric. Collaborative partnerships with other institutions, businesses, and community organizations expand the institution's reach and resources. Collaboration allows for resource sharing.	Increased effectiveness directly translates to better outcomes for students, faculty, staff, and the community. This leads to a stronger reputation, increased funding opportunities, and greater sustainability. Effectiveness allows for better responses to crisis.