



Staff Senate Agenda

September 2, 2025 (2:00-3:30pm)

Meeting location - Calapooia Room in the Werner University Center 130

<https://wou.edu/ces/conference-and-event-services/meeting-spaces/werner-university-center/22870-2/>

Welcome

- Conversation opportunities for any updates

Staff Senate follows Simplified Robert's Rules

- Under simplified rules, it allows for a little less formal communication, still providing everyone opportunities to bring forth their ideas.

Approval of this agenda

- Approval as is, additions, or adjustments must be approved

Approval of past meeting minutes

- July 1st Minutes in the shared drive and ready for approval

Guest Speakers

- Cameron Mortensen, Executive Assistant / NSE Coordinator, VP Student Affairs
 - Discussing Resources for Students

Reports

- Committee Reports
 - Shared Governance
 - Next Meeting: TBD - Fall 2025
 - President's Cabinet
 - September 10, 2025
 - University Council
 - October 8, 2025
 - Other - Administrative Equity, Staff Connections, University Advisory Committees, etc.

Vice President's Corner

- Other shared governance information, elections, reminders, etc.

Secretary/Treasurer's Updates

- Financial, business-related, fun facts, random questions, etc.



Staff Senate Agenda

continued...

Unfinished Business

- Summer Meetings
 - August 19, 2025, Coffee chat had 37 staff come out with 18 different departments represented. It was a very positive interaction experience
 - Discussing SMART Goals and Strategies for 2025-2026
 - Policies, handbooks, evaluations, trainings, communications, etc.
- Recruitment for Staff Senate
 - Still in need of 3 Classified Staff members and 2 Unclassified seats
 - Contact Vice President Gregg Vineyard if fellow staff are interested

New Business

- Possible staff training idea, "How to help a WOU student when you know they need assistance"
 - September 16, 2025, from 2:00-2:45 pm Zoom
 - 3 areas of discussion: fiscal, academic, and support for students
 - Reached out to Paige, Shelby, and Kella.
- Staff Connections - recruitment
 - October Office Decorations
 - Fundraising
- Staff for Students scholarship recruitment idea
 - Payroll deduction options

Announcements and Reminders

- Announcements
 - Agenda item suggestions can be made during the meeting or online at wou.edu/staffsenate
- Important Training Reminders
 - Business Office
 - Campus-Wide Trainings-Watch for emails from Cheri Darby and Sandra Holland
 - Check out the @WOU Newsletter for more optional events, departmental updates, and training opportunities
- Kudos/Recognition
- Public Comments - Anything for the good of the order?

Upcoming

- Next meeting: September 16, 2025 @ 2 pm
- Guest: TBD

Adjourn