



Staff Senate Minutes

October 7, 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.

In-Attendance: Rip Horsey, Ambre Plahn, Gregg Vineyard, Sandra Holland, Ellie Baker, Emily Herb

Absent: Maya Guerra

Guests:

Approval of this agenda

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

Approval of past meeting minutes

- September 2nd Minutes are approved

Guest Speakers

Reports

- Committee Reports
 - Shared Governance
 - Next Meeting: TBD - Fall 2025
 - President's Cabinet
 - Review of the Ellucian updates
 - Main focus is Wolf Web is going away at the end of December 2025 and will be replaced by Experience.
 - Study Abroad opening up to the OSU portfolio
 - Contracts - terms and conditions (review of procedures)
 - General Counsel is reviewing the current procurement process for contracts with the university.
 - Campus Visitations (review of shared services for TRUs)
 - The legislature is looking into a way to share services amongst the TRUs. Representatives will be visiting campus during the week of October 13 to meet with various departments where shared services could potentially



Staff Senate Minutes

continued...

be an option.

- University Council
 - October 8, 2025
- Other - Administrative Equity, Staff Connections, University Advisory Committees, etc.
 - UBAC has an upcoming meeting on October 29th
 - UTAC

Vice President's Corner

- Other shared governance information, elections, reminders, etc.
 - President's Address provided a realistic assessment of the challenges we are facing.
 - With the call for staff and faculty to be present on campus, will we expect to see more students on campus?
 - The sense of some folks who attended the meeting is that yes, we hope to see more students on campus but that the number of overall students is not anticipated to grow. Rather, we are looking to retain the students we have and to serve them as best as possible, knowing who they are and what their needs are.
- Elections Update:
 - We have received roughly 14 nominations with only two accepting those nominations. Hoping to get another push for either more nominations or urging those who were nominated to accept the nomination.

Secretary/Treasurer's Updates

- Financial, business-related, fun facts, random questions, etc.
 - The earliest known currency was the cow

Unfinished Business

- Discussing SMART Goals and Strategies for 2025-2026
 - Policies, handbooks, evaluations, trainings, communications, etc.
 - We plan to email campus to ask if anyone has suggestions on what they would like the Staff Senate to focus on this year.
 - Mentorship program updates
 - HR and DEI have discussed ways to create a mentorship program for new staff on campus. We have asked that they include the VP and Secretary from Staff Senate involved in this planning process.
- 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
- September 16th training, "How to help a WOU student when you know they need assistance"
 - 39 participants
 - 3 areas of discussion: fiscal, academic, and support for students
 - 3 presenters: Kella Helyer, Director, Financial Aid, Kennedy Shade, Assistant Director, Academic Support, and TJ Rabosky, Coordinator, New Student & Family Programs



Staff Senate Minutes

continued...

- Staff for Students scholarship recruitment
 - Payroll deduction is being revamped to be sent out to campus (starting in November)

New Business

- Staff Connections - September 30th email from Andres Hernandez-Galvan
 - Staff Connections Halloween Competition:
 - Best Individual Costume
 - Best Group Costume
 - Best Office Themed Decorations
- New Employee Orientation
 - Each month a new Staff Senator will be representing the Staff Senate's portion of the presentation.
- Staff Recognition - conversation about history and its future
 - Developed during the 2020-2021 year to bring recognition to staff and departments
 - Moved from departments to just individuals
 - Designed for virtual environment
 - What is next?
 - Thoughts around keeping the recognition for staff of the month going but not provide a financial incentive.
 - Would like to use our funds for quarterly coffee chats with staff senate events rather than gift card incentives for recognition awards.

Announcements and Reminders

- Announcements
 - Agenda item suggestions can be made during the meeting or online at wou.edu/staffsenate
 - Digital Accessibility Policy – what training will staff need that is different than what faculty and students receive? Looking to put together a group of staff that can investigate what training modules specifically for staff that would be helpful based on the policy.
- 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: October 21, 2025 @ 2 pm
- Guest: TBD



Staff Senate Minutes

continued...

Adjourn