

Staff Senate Minutes – March 7, 2018

Attendance

- Present: Kathryn Plummer, Kara Westervelt-Parker, Susan Hays, Kristen Larson, Wei Wei Zhang, Kyler Dreyer (arrived late, did not vote on approval of minutes and agenda), Jesse Poole, Louann Casares, Nash Idler, Rip Horsey, Dona Vasas

Call to Order

- Meeting was called to order at 2:05 pm

Approval of the Minutes

- Minutes from the February 22, 2018 meeting were approved as is. Motion to approve the minutes by Kimber. Seconded by Kathryn. Carried 9/0/1.

Approval of the Agenda

- The agenda was approved. Motion moved by Kara and seconded by Rip. Motion carried 10/0/0

Guest Speaker

- Richard Kavanagh – Payroll Errors – President and Steward of SEIU. Speaking to us as Steward of SEIU. Turnover, issues in payroll computation for classified staff. Looking for more communication from HR regarding what's happening in payroll. PSU is providing guidance. Asking staff senate to formally request that HR communicate with campus about the issues that have happened and how to take corrective actions:
 - LWOP issues
 - Complex timesheets
 - Underpayments
 - Student workers impacted
 - SEIU tax calculator can be shared with other if interested
 - Location move, who to contact with payroll questions
- Key points to address in the letter: Richard will pull something together and send to Jesse who will disseminate to the information to the senate.
 - HR should be contacted to see what issues there have been
- Jesse and Richard will draft the request and the vote by senate will take place electronically.

Move to approve this request by RIP, seconded by Louann, 11/0/1

Reports

- Shared Communications Report – from March 1st, ASWOU Elections are underway. Walkout planned for March 14th. capital budget for old Education building is being reviewed. Plan is to demo. Planning for a new building up in 6 years. Final interviews for new Board of Trustees completed and nominee’s names are going before the Governor’s office for vote.
- Faculty Senate Report – On track to pass General Education Reform on March 13th. Discussion about the GRE for international students or ESL student graduate admission. Looking at a different tool. Interpreting graduate certificate has been added and will be available for the future. “Lab Course” – the new definition provides an “or” option for a lab course. Interpretation is being discussed.
- Student Senate Report – ASWOU Elections: Faculty senate will present to ASWOU. Expected 4.25% increase in tuition. \$400,000 towards remissions. \$5.5 million total for remissions. Approved 4 legislation; 3 parking related, 1 providing menstruation products throughout campus. Form new elections committee and hoping to start by April 2nd.
- Board of Trustees Report – no report. Next meeting in April 18th

Old Business

- Internal Communication Proposal – update Jesse – Approved as amended during the meeting Motion to move with the memorandum-, by Kara, Second by Kimber. 11/0/0. Plan is to deliver it to the President on Monday, March 12th.
- Staff for Students Scholarship - Kara – Application is open
- Staff Senate Meeting Structure – update Jesse – Executive committee = President and Vice President of the Senate. 10 Senators and 2 officers. Term lengths 2 years and can serve no more than 2 terms. In April elect a VP for a 2-year term. Elections held in April. To be reviewed later.
- Move to table until next meeting by Rip. Seconded by Kimber. Moved 11/0/0

New Business

- April BOT Lunch, April 18th @ 11:30 am – up to 5 senators invited. Jesse will send out an email to see who is interested.
- Motion to table by Susan. Seconded by Rip. Carried 8/0/0
- Faculty Senate Bylaws and Simplified Robert’s Rules
- Motion by Rip to table this discussion until next staff senate meeting. Seconded by Kara. Motion carried 8/0/0.
 - To address issues of release time for Staff Senators: Staff Senate can create a letter explaining Staff Senate requirements which is delivered from Rex to staff supervisors when their staff are elected to the Senate.

Motion to adjourn by Kimber, seconded by Susan. 8/0/0

Adjourn: 2:59 pm