

Staff Senate Meeting May 8, 2019

Call to order: Meeting called to order at 9:33 am.

In attendance: Rip Horsey, Laura Lyon, Kyler Dreyer, Lori Palmer, Natasha Gaspar, Max Chartier, Susan Hays, Kristen Larson, Kathryn Plummer

Approval of the minutes: Minutes approved with edits already made.

Reports:

The Distressed and Disruptive Behavior folder Presentation - Tim Glascock, Project Director, WOU CASA and Suicide Prevention

- The Suicide Prevention Grant is a three year grant that has been awarded to WOU from October 1, 2017 to September 20, 2020. The grant aims to promote mental health as well as suicide prevention. In other words, Suicide Prevention looks to help students before they get to a point where they feel like life isn't worth it.
- Suicide Prevention has a task force made up of 40-50 people on campus from the ASWOU president to faculty members. The Suicide Prevention Task Force is split up into several groups: Reporting, Training, Events & Seminars, and Marketing.
- The Suicide Prevention Task Force has been able to spread life affirming messages across campus in the form of videos, signs, and a website.
 - The Suicide Prevention website has a get help page that provides resources and an online chat feature that goes straight to the National Suicide Prevention website. However, the website is intended for all individuals that are looking to improve their mental health. Other aspects of the website include a trainings page with multiple free online trainings as well as information about face to face trainings, an FAQ page, and a resources page with a range of information from mental health apps to national and local crisis numbers.
 - Tim said an idea in the works was to give faculty and staff who have suicide prevention training an opportunity to list themselves as a resource for others on campus.
 - Eric suggested that the app resources listed on the website be promoted more widely across campus because it allows people to ask for help with ease and confidentiality.
- A folder has been created to give WOU faculty and staff another resource to help students and fellow coworkers. The folder contains information about signs and

symptoms of distress, tips about how to interact with someone in distress, and what course of action should be taken in certain circumstances.

- Enough folders have been purchased for all faculty and staff to have one, however, individuals who would like a folder need to pick one up. This prevents waste of the resource.
- Suicide Prevention will be having a Suicide Prevention Walk on May 17th from 4-6pm. The walk will begin in Main St Park and the designated meeting spot will be the amphitheater. A speech will be given by a WOU alum and honor beads will be given out before the walk begins. The color of the beads designate how an individual has been impacted by suicide. The beads allow people to connect with each other and let's them know that they are not alone. The walk will be a mile long, start in the park, circle around campus, and end in Main Street Park.

Staff Senate Election updates - Kyler Dreyer

- There have been 26 nominations for Staff Senate open positions. Three unclassified staff members are interested, so we will be submitting a writing prompt to them. No classified staff have accepted a nomination yet.
 - It was mentioned that Staff Senate has seen many classified employees resign from their senate positions this year.
 - Rip mentioned that Dr. Fuller has made it clear to campus that Staff Senate is an important service to the university, however, participation is up to the direct supervisor.
 - Kathryn volunteered to reach out to supervisors of classified nominees to encourage them to participate.
- Staff Senate will be reaching out to specific groups to see if we can create more diversity within Staff Senate.
- All nominees are listed on the Staff Senate Google Drive. The goal is to have election results by May 31st.
- Staff Senate will look into asking the President to send an e-mail that show his support for Staff Senate service.

Scholarship Committee - Rip Horsey

- Scholarship application review is underway. Each reviewer have 15 applications.
- It was noted that the essay prompt did a great job of soliciting the response we are looking for from students.

Unfinished Business:

Performance Reviews

- Judy Vanderburg, Associate VP, Human Resources has been invited to the May 22, 2019 meeting.
 - We will be asking her about 360 reviews and if there are departments that complete this kind of review.
 - Natasha noted that Athletics allows employees the opportunity to give their direct supervisors feedback in the review process.
 - We will be asking what percentage of staff are provided a review, with classified and unclassified being accounted for separately.
 - Max noted that HR is required by SEIU contract to check that departments are completing reviews for classified staff. It was discovered two years ago that reviews were not being completed for classified staff.
 - We will also be asking about review training opportunities for supervisors. There are currently no trainings for supervisors regarding how to complete performance reviews.
 - Kathryn noted that there is a pdf on the HR website that addresses performance reviews but it isn't comprehensive. Additionally, HR does provide statements for performance reviews.

New Business:

Bylaw review - Kyler Dreyer

- Kyler moved to review and recommend bylaws be voted on at the next Staff Senate meeting. Motion seconded by Natasha.
 - Discussion:
 - Instead of reviewing the bylaws together, current and future executive board members can work together to come up with adjusted bylaws.
 - Faculty Senate is also reviewing their bylaws.
 - Completing this work will help to maintain consistency in Staff Senate over time as executive boards and senate members change.
 - Motion passes: 9-0-0

UBAC Staff Senate Representation - Natasha Gaspar

- Natasha and Michael Ellis' service on UBAC will be completed this year, which means that two spots must be filled.
- There is currently an alternating schedule for UBAC service. The next two positions will be for two years.

Announcements:

None

Adjourned at 10:54am.