



## Staff Senate Minutes

October 19, 2021 (10:00am–11:30am)

Online Via Zoom

### Call to Order via ZOOM video conference

<https://wou-edu.zoom.us/j/84914353139?pwd=bXpoYUVBaGJJbIBzUFN4T0pKajhHZz09>

### Start recording

- Reminder that meeting is being recorded, which includes all chats
- Recording of meeting:

<https://wou-edu.zoom.us/rec/share/aHaMvgd2Kl1kBPdtaNG4ItJ2Sy73q0EI0fNfJSIscGoMBXTPrUf3NKm2VljxaTtN.--WDd0SQdnd2Sswv> Passcode: FT^Pvk3K

**In Attendance:** Luanne Carrillo-Avalos, Michelle Gallagher, Melissa Hinzman, Rip Horsey, Amber Plahn, Michael Reis, Kelly Rush, Adrian Trujillo, Samhita Dixit (proxy for Amanda Bales)

**Absent:** Jenna Otto

**Guests:** Samantha Cameron, Julia Fruit, Sharon Price

### Approval of minutes

- October 5, 2021 Minutes were Approved

### Reports

- Committee Reports
  - Covid Safety (previously Re-Opening)
    - 86% of employees (staff & faculty) have turned in Vaccine/exemption paperwork
      - October 22nd is the deadline
  - Other

### Unfinished Business

- Committee Needs
  - Staff Connections - Senator
  - Foundation Board - staff (1)
  - UDIAC - staff (1)



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- UBAC - staff (1)
- UTAC - staff (1)
- UCCAC (University Cultural Competence Advisory Committee) - 2 empty staff positions
  - Ryan/President requested 3-4 nominees
- WUC Advisory Committee - Senator (if possible)
- Election of New Classified Member(s)
  - Nomination forms went out. Rip is following up with nominees.
  - 2 year position not filled requires campus vote.
    - Priority goes to fill open 2 year position
- Staff Senate Website maintenance
  - Email a screenshot of any errors to either Michael or Rip
- Zoom video recordings location - in process
- Appreciation/Recognition
  - Rip will send out a Google Form to collect ideas from everyone
  - Department Recognition
    - Senate voted to send out a survey @ first of month for nominations and would vote on choice @ third week of month.
    - What is recognition/award?
      - Even with supplemental funds from Pres - still limited budget
        - Food/beverage
        - Swag
        - Sign outside office
        - Other
  - Individual recognition
    - To be published in Staff Connections newsletter, forwarded to individual, their supervisor & President
    - How will people be nominated?
      - Weekly/monthly solicitation for nominations?
      - “Always Open” nomination portal?
  - Other recognition?
    - Awards?



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- Random acts of kindness?
- Continued Updates
  - Request for Senator to help schedule/arrange “updates” to Staff Senate

### New Business

- How to fill vacancies?
  - Email to supervisors encouraging them to allow staff time to serve.
  - Institutionalize a Staff Senate meeting time that is protected and consistent. Ask HR to help encourage staff participation in shared governance.
  - Supervisor Approval is required - Make sure that supervisors understand and value university service.

### Announcements

- Shout Out to Staff Connections Committee – The newsletter is fantastic!

### Adjourn

### Upcoming Meetings:

- 11/2/21 Tuesday 10:00am - 11:30am
- 11/16/21 Tuesday 10:00am - 11:30am
- 12/7/21 Tuesday 10:00am - 11:30am