

## Staff Senate Agenda

November 19, 2024 (2:00pm–3:30pm)

Online Via Zoom: <https://wou-edu.zoom.us/j/85780295099>

### **Start recording - Staff Senate follows Simplified Robert's Rules**

- Meeting recordings are for the Secretary to complete minutes effectively; when minutes are approved, the recordings will be deleted

### **Approval of minutes**

- November 5th Minutes in the shared drive and ready for approval

### **Guest Speakers**

- Amy Clark, Registrar

### **Reports**

- Committee Reports
  - Shared Governance - Next meeting: December 2
  - President's Cabinet - Most recent meeting: November 13
  - University Council - Nothing to report (TBD for Fall)
  - Other - Administrative Equity, Staff Connections, etc.

### **Unfinished Business**

- Vacant Classified Senator Seat
- UTAC and UBAC Representation

### **New Business**

- Staff Senate Meeting Schedule

### **Goals (SMART)**

- Fund the Staff for Students Scholarship
- Build connections through consistent communication and guest speakers

### **Announcements and Reminders**

- Agenda item suggestions
- Training and Events for Staff
  - Title IX mandatory yearly training
    - TBD
  - DEI Events
    - TBD

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- Information Security Training
  - UCS has simplified the Information Security Trainings down to 11 required trainings, which are now located in Canvas
- Business Office
  - Campus-Wide Trainings, next available dates:
    - P-Card, Invoice, DocStar & JV: Wednesday, January 15 from 2-4
    - Travel: Wednesday, January 22
  - Final check run for the year: Friday, December 13th
- Reminders:
  - Many departments are moving in December
- Kudos/Recognition
- Public Comments - Anything for the good of the order?

### Adjourn

### Upcoming

- Next meeting: December 3, 2024
- Guest: Desiree and Kirsty from Human Resources