



Staff Senate Agenda

October 15, 2013, 3pm Calapooia Room, WUC

- Call to order – 3:26pm

Attendees: Nan Lehto, Elayne Kuletz, Donna Vasas, Sharon Price, Sue DeNoyer, Heather Mercer (President), Brandon Neish (Vice President/Recorder)

Not present: Megan Habermann, Jenny Lacey, Crystal Ross

- Approval of the agenda
 - Elayne Kuletz moved to approve the agenda and Sharon Price seconded the motion. There was no discussion regarding the motion and it passed 7-0-0.
- Approval of the minutes (October 1, 2013)
 - Under messages from the President, Brandon Neish noted that “CDL” should be changed to “CTL.” No other changes were mentioned so Brandon moved to approve the minutes as amended which Nan Lehto seconded. There was no discussion on the motion which was approved 7-0-0.
- Staff Senate Updates
 - Messages from the President
 - During her time for Messages from the President, Heather Mercer announced that she had not yet heard an update as to when University Shared Communication meetings would be happening. Heather informed the body that she would continue to look into the matter and update the Senate during the next meeting.
 - Faculty Senate update
 - Elayne told the Senate that she missed the faculty senate meeting unintentionally but planned to be at the next meeting that was held. Elayne also mentioned that, based on the agenda emailed out, she did not see anything that would need to be mentioned.
 - Administrative Support Council (ASC) update
 - Megan Habermann, Staff Senate liaison to the ASC was not in attendance at this meeting and there was no update from the Council readily available.
 - Student Senate update
 - Crystal Ross, Staff Senate liaison to the ASWOU Senate was not in attendance at this meeting and there was no update from ASWOU readily available.
- Old Business

- Staff Development
 - Brandon passed around a copy of the questions that he and former Senator Rip Horsey had selected for review prior to the end of the last academic year. Brandon asked each of the senators present to review the list of questions and choose their top five. From those responses, the questions would be condensed to ten for distribution to the campus community for input regarding staff development that the campus would like to see and feels is necessary. Senators took the time to review the questions and made suggestions on items to add to the pre-existing questions
 - Heather mentioned that she spoke with Bill Sexton, Labor Relations Manager in Human Resources regarding Staff Senate's previous decision to act as more of an informational body that would relay information to Bill based on campus surveys and outreach but hoped that the department of Human Relations would take more of the responsibility of putting on trainings and providing opportunities.
- Vacancies (update)
 - There are currently two vacancies on Staff Senate. The seat for the Unclassified Student Support category is currently vacant as is the seat for the Unclassified Academic Support category. Brandon told the committee that, as the individual made responsible for filling those vacancies, that he hoped to have the process started by the October 29th meeting.
- Committee setup
 - The group began discussing the need for ad-hoc committees within the Staff Senate for a variety of projects. The group ultimately decided that it would be best to establish committees only when needed rather than have standing committees.
 - The group discussed having a committee established for a continuing Newsletter as was previously done. Instead, the group decided it would be best to turn the Newsletter into a quarterly piece that announced new staff members to campus and gave a brief introduction should they be willing to participate.
- New Business
 - The staff senate website needs updating and Brandon is the only individual with access. Brandon assured the group that, as soon as possible, he would update the website's look and information to reflect the current setup of the Senate.
- Announcements
 - Stephen Jenkins asked for a volunteer to serve on the WUC advisory committee. The group would like to get more information from Stephen first before anyone commits.
- Adjourn – next meeting October 29th

Brandon moved to adjourn the meeting which was seconded by Elyane. With no discussion, the motion was passed 7-0-0 at 4:09pm.