



Staff Senate Meeting Minutes - October 4, 2017

Attendance

- Present: Louann Casares, Kyler Dryer, Susan Hays, Andrew Holbert, Rip Horsey, Heather Mercer, Savannah Mullan, Jesse Poole, Dona Vasas, Kara Westervelt-Parker, Weiwei Zhang
- Absent: Kimber Townsend
- Guest: Erin McDonough, JD Welch (Proxy)

Call to Order

- Meeting was called to order at 2:00pm

Approval of the Minutes

- Minutes from the September 12, meeting were reviewed and with a motion moved by Rip and second by LouAnn it carried, 10-0-1.

Approval of Agenda

- The minutes were amended to move new business to the top. A motion moved by Heather and seconded by Kara carried 12-0-0.

New Business

- There was discussion regarding the possibility of doing something to share memories with the family of LaMont Jarvis' who recently passed away. It was determined that staff senate would send something out to campus to collect stories. Staff Senate unanimously voted (Moved by Kara, seconded by Andrew) to spend up to \$100 to put the stories together in a memory book to present the family. LaMont's visitation will be held on Oct 21st
- Internal Communications at WOU – The AEC met and discussed concerns regarding university internal communication. The discussed the option of recommending hiring someone to manage internal communications. Erin McDonough from Communication & Marketing was invited to attend the meeting to discuss with Staff Senate how they could partner to work on internal communications. Erin shared some steps that their department is already working on head in that direction. She shared they are looking at updating the "allfacstaff" to a new system in the Portal opt-in system with filters. Staff Senate will be making a proposal to the president of some possible suggested solutions to help with the communication issues. Some options may include a limited duration position, paying for an efficiency expert. Erin also shared that their department is going

to be doing something called “Together Tuesday”. They are delivering a special gift to all employees’ mail boxes.

- Academic Advising & Learning Center – Jesse shared that the Academic Advising and Learning Center will now be called the Student Success & Advising Office. And shared the President’s vision for a future Student Success Center.
- Academic Advising & Learning Center Staff Changes – Jesse shared that Karen Sullivan Vance is resigning, and he has been appointed the Interim Director. A national search will be conducted in the spring.
- LACC/Gen-Ed Task Force Update – It’s been announced that the task force is working to redo the LACC requirements and that by 2019 they plan to change LACCs to be called Gen-Ed courses. Upcoming town halls will be held in the Columbia Room on the 6th and 10th of October.

Reports

- Shared Communications Report – Next meeting Oct. 5th
- Faculty Senate Report – Jesse wasn’t able to attend
- Student Senate Report - Nothing to report
- Board of Trustees Report – Next meeting Oct. 25th

Old Business

- Meeting with President Fuller Update – Nothing to report.
- Internal Communications at WOU – All discussion was had during New business.
- NEO – Update the handout for new employees. Dona volunteered to update the old handout that used to be given out at NEO. Will have it ready for next NEO.

Announcements

- WOU received 4 Million to buy Oregon Military Academy (OMA).

Adjourn

- Meeting adjourned at 3:21pm