

Staff Senate Minutes – February 21, 2018

Attendance

- Present: Kathryn Plummer, Kara Westervelt-Parker, Susan Hays, Kristen Larson, Wei Wei Zhang, Andrew Holbert (arrived late – didn't vote on minutes and agenda), Kyler Dreyer, Jesse Poole, Louann Casares, Nash Idler, Rip Horsey

Call to Order

- Meeting was called to order at 2:04 pm

Approval of the Minutes

- Minutes from the February 7, 2018 meeting were approved as amended to add Nash Idler's full name as Student Senate and to amend the date in Old Business from 1018 to 2018. Motion to approve the minutes by Kathryn. Seconded by Kyler. Carried 10/0/0.

Approval of the Agenda

- The agenda was approved. Motion moved by Kara and seconded by Kathryn. Motion carried 10/0/0

Reports

- Shared Communications Report – March 1st
- Faculty Senate Report – Kara attended and reports: Voted on Applied Baccalaureate in Liberal Studies (non-transfer 2 year degree) - Approved. Voted on upper division credit proposal (currently 62 upper div. credits required, voted to reduce it to 60) - Approved. Voted to eliminate required minor. Both in effect 18/19 catalog year - Approved. Provosts report: WOU's shared services migrated from OSU's server to the cloud. WOU received a refund check for \$180,000 earmarked for technology – \$70k towards digital clocks in classrooms to alert people of active shooter. \$110 k to upgrade smart classrooms, some of those classrooms are 5 years old.
- Student Senate Report – Nash: IFC, Preliminary hearings. ASWOU 10% cut, 28k. Student Engagement cut. Open hearings Friday 2-5pm. ITC. Meet your senator day. Friday, Feb 23. 11-3. New Legislation – parking issues. More parking meters. Roberts Rules of Order: What does staff senate expect from the training?
 - Staff senate would like a general training during a regularly scheduled Staff Senate meeting 2:15 – 3:00 pm. Date undecided.
- Board of Trustees Report – no report. Next meeting in April 18th

Old Business

- Internal Communication Proposal – get feedback to Jesse by Friday, February 23 at 5:00 pm. Consideration is being given to omit specific examples of communication failures. The overall intention is to bring awareness to the issue (via the memo) without finger pointing (via specific examples). Deadline for submitting to President Fuller: March 7, 2018.
 - Kathryn poses questions: should we join with Faculty Senate and ASWOU? What is the overall effect on students? Consensus is to move forward as planned and Jesse will mention the memo in shared communications.
- Staff for Students Scholarship - Kara – Application is open. Closes March 1, 2018.
 - Marketing campaign to recruit donations from staff for the scholarship foundation account. We can only send email to all staff. WOU day of giving is March 6, 2018 – we should link our marketing to be in align with that date next year.
 - Kathryn will work on developing an email marketing campaign.
- Staff Senate Meeting Structure – Jesse – Please review Faculty senate bylaws and structure.
 - Terms – should they be lengthened
 - Number of senators – currently have 12, should we have 16 for better representation

New Business

- Motion by Rip to table this discussion until next staff senate meeting. Seconded by Kara. Motion carried 11/0/0.
 - To address issues of release time for Staff Senators: Staff Senate can create a letter explaining Staff Senate requirements which is delivered from Rex to staff supervisors when their staff are elected to the Senate.

Motion to adjourn by Kara, seconded by Kyler. 11/0/0

Adjourn: 3:02 pm