

## Staff Senate Agenda

February 16, 2021 (11:30am–1:00pm)

Online Via Zoom

### Call to Order via ZOOM video conference

<https://wou-edu.zoom.us/j/88377769005?pwd=eDZTZXgzOUMxL2tTNmdEOEJEUmdWdz09>

### Start recording

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

**In attendance:** Michelle Gallagher, Laura Tierney, Olivia Flores, Jenna Otto, Samantha Cameron, Rip Horsey, Kelly Rush, Melissa Hizman, Beth Jones, Tony Manso (late)

### Absent:

**Guests:** Kristin Mauro, Alexis Larson, Malissa Larson

### Approval of minutes

- Draft in Staff Senate Team Drive for February 02, 2020
  - Deleted an extra start recording memo
  - Added Ryan Hagermans last name to the bereavement leave update
    - Approved in meeting 10-0-0

### Reports

- Confirmation of Executive Committee Members
  - Jenna Otto is now serving as the President
  - Samantha Cameron is now serving as the Vice President
- Committee Reports
  - Shared Governance
    - The meeting was rescheduled for this Friday, Feb 19th
    - An update will be shared at the next meeting
  - UBAC
    - Cara G will update us at the next Staff Senate meeting, they had a meeting last Thursday

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### Unfinished Business

- Vacant Staff Senator Position Elections
  - We got three nominations and Samantha C. reached out to confirm that they are interested.
  - Samantha is waiting to hear back from all of them. There might be delays due to the power outages and snow storm.
  - The goal is to have a vote at the next meeting to confirm the seats.
- Update on Status of our 2020/21 Goals
  - Campus Updates - Taking suggestions & volunteers
    - Gary Dukes reached out to Jenna about coming to one of our meetings and she invited him to do one of the campus updates to reach a wider audience. Will update the senate when there is news.
    - Samantha reached out to the Director of Admissions to do an update but has not heard back as of yet. She is also planning to reach out to her own department head in Financial Aid to see if there is interest for them to do a campus update.
  - Evaluations - Train the evaluator
    - There was talk about a Soft Skills program to include Supervisor training from HR before Kathy B. left. We are going to do some outreach to see if this is still a possibility or if it has been put on pause for now.
- Bereavement Leave Policy - no news
- Committee Representation
  - Samantha C. created a document that has all of the committee including who is a part of the committee and if there are vacancies.
  - The document can be found on in the Staff Senate Shared Drive
  - With the open positions on the committee the goal is to fill those vacancies soon so there will be a draft of an email sent out to see if people will nominate or self-nominate for any of the open seats

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### New Business

- Bylaws Review
  - Ad- Hoc Committee?
  - Jenna would be happy to chair the committee but would like an additional member to look through the bylaws as well
  - The goal would be to review the bylaws and make comments or changes where it is deemed necessary and then bring it forward to Staff Senate for approval.
  - Motion made by Olivia and seconded by Beth to form the committee.
    - Approved 10-0-0
    - The members will be Jenna, Samantha, and Michelle
- Committee Descriptions/Bylaws & Website maintenance
  - The question was raised as to whether committees need their own bylaws or if the committee descriptions fulfill the need for bylaws.

### Announcements

- Public Comments - Anything for the good of the order?

### Adjourn

Motion made by Melissa H. and seconded by Samantha C.

9-0-0

12:37 pm

### Upcoming Meetings:

- Tue, March 02, 2021 (11:30am–1:00pm)

Meeting Recording:

[https://wou-edu.zoom.us/rec/share/AbNUCfVE3IA5zXFfM-YCOG0Illtuh1gNqojOQ5IA6ja-kLqnm9eWDigor4aB0whW.HVeNMChb3T\\_SVfKb](https://wou-edu.zoom.us/rec/share/AbNUCfVE3IA5zXFfM-YCOG0Illtuh1gNqojOQ5IA6ja-kLqnm9eWDigor4aB0whW.HVeNMChb3T_SVfKb)

Passcode: ?M3RWY0G