



## Staff Senate Minutes

August 17, 2021 (10:00am–11:30am)

Online Via Zoom

### Call to Order via ZOOM video conference

<https://wou-edu.zoom.us/j/84204854658?pwd=R09qbnlidmJvVGlaT2FIZIVGRUtYZz09>

### Start recording

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

<https://wou-edu.zoom.us/rec/share/G92OZgBVBnUqPgMfASwkeGYe01lc->

[o1TSN\\_3Bv7kllynHBYH5T43ajfYv-eQOZMs.Fua7PUu6LNKDVqjZ](https://wou-edu.zoom.us/rec/share/G92OZgBVBnUqPgMfASwkeGYe01lc-o1TSN_3Bv7kllynHBYH5T43ajfYv-eQOZMs.Fua7PUu6LNKDVqjZ) Passcode: eT@\$H4yo

### Approval of minutes

- July 20, 2021 minutes were approved

**In Attendance:** Amanda Bales, Michelle Gallagher, Melissa Hinzman, Jenna Otto, Amber Plahn, Michael Reis, Adrian Trujillo, Ron Mercer (proxy for Kelly Rush)

**Guests:** Julia Fruit, Debbie Braun, Paula ?, Kristen Mahoney, Beryl Neequaye, Dean Braa, Sheree Solario, Beth Scroggins, Sharon Price, Malissa Larson, Itsel Venegas-Trujillo, Trisha Guy, Christopher Solario, Leslie Lloyd, Heather Gonzalez, Anel Venegas-Trujillo

### Reports

- Committee Reports
  - Re-opening
    - Masks are now required for everyone indoors

### Unfinished Business

- Committee Needs
  - Staff Connections
    - Still recruiting members
      - Ron Mercer volunteered
  - Foundation Board
    - Looking for a staff member to join – please nominate or volunteer



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- Staff Senate Website maintenance
  - Rip & Michael Reis are now in charge of the website
- Return to in-person meetings
  - We will wait until Covid numbers go down
- Staff recognition
  - President is working with ASWOU to create a student worker event
  - First event went well with around 50 people attending
  - Attendees will be entered in a gift card/coffee mug give away
  - Recognition ideas beyond the scheduled events
    - Public announcement of appreciation
    - Flex Day
    - Individual meetings with the President for every staff member
      - Initiated by the President's Office
      - Optional
- Goals for 2021-2022
  - Communication
  - Training
  - Performance Evaluations
    - 360 evaluations and how to manage them
      - Possible 3<sup>rd</sup> party filter
  - Encouraging Staff Involvement in Committees
    - Provide campus tours for new staff
    - Staff senate event during Fall Kickoff to introduce committees and how to get involved

### New Business

- Scholarship awards
  - How are applications received?
    - Reach out to Travis in Financial Aid
  - How much money do we currently have for awards?
  - Do we want to retro-actively award a student for 2020/21?



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- Further discussion needed once we know the current account balance
  
- HR proposals
  - Leave donation for unclassified employees
  - Vacation buyout for unclassified employees
  - Bereavement leave for unclassified employees
  - Supervisor training
  - Please fill out the remote work survey
- Special retiree status for staff
  - Possible benefits –
    - Free parking
    - Access to health & wellness center
    - Continuation of email account
  - Staff senate is open to pursuing the idea
- YouTube channel
  - Group discussion opened the idea of having videos available on Google Drive rather than YouTube. Academic Innovations can help with the process.

### Announcements

- Remote work survey
- \$50 vaccination incentive
- Public Comments - Anything for the good of the order?

### Adjourn

### Upcoming Meetings:

- Sep 14, 2021 – 10:00 – 11:30