

Staff Senate Meeting

September 12, 2023 (2:00pm–3:30pm)

Online Via Zoom

In-Attendance: Jenna Otto, Ambre Plahn, Keats Chaves, Adrian Trujillo, Noah Carillo, Jason Horne, Alexis Morrison, Maggie Newton for Keegan Gormally, Kristen Perry, Crystal Ross

Absent: Pam Flippo

Guests: Hillary Fouts, Ashley Schaumburg, Kirstie Rudich, Jeffery Clinton, Wendi Mars, Dana Nunez-Silva, Simone Stewart, Dona Vasas, Heather Brophy, Sharon Price

Approval of minutes

- June Zoom recording will be used as Minutes.
- August Minutes are approved.

Guest Speakers

- Dean Hillary Fouts and Ashley Schaumburg from the Sponsored Projects Office: Conflict of Interest Policy
 - WOU has a very broad Conflict of Interest policy, but not something specifically related to Sponsored Projects. A few federal agencies have requirements for universities to have official institutional policies specifically designated for Conflict of Interest related to Sponsored Projects.
 - We already have procedures in place and follow best practices to collect conflict of interest information, but we need to create an official policy in order to remain in compliance with the National Science Foundation's requirements.
 - Looking to get feedback from Staff Senate and then will be presenting to Faculty Senate next before moving forward with going out for public comment.
 - Questions/Answers:
 - In some points there are financial conflicts of interest and other parts are more general. Is this policy specific to financials or just in general?
 - This is specifically related to financials but could also include conflict of commitments as well. Can look at ways to reword that part.
- Evan Sorce – Board of Trustees Staff Position
 - The non-faculty staff liaison position is currently vacant and needs to be filled as soon as

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- possible. This position would end June 30, 2024. They meet 4 times annually (November, February, April and June) in addition to a planning retreat. These meetings are four to six hours in length and is broken down over two days.
- The time commitment depends on the month but could be estimated at about 15-20 hours per quarter. The role of the non-faculty member is to provide the perspective to the board.
 - Staff Senate will be able to make a recommendation (although not required), anyone interested can apply through the Oregon State's Workday system to officially apply in order to be considered for appointment which will be decided by the Governor of Oregon.
 - Last year, staff senate sent out a request for nomination to all staff. Once nominations have been collected, we asked each nominee to provide a statement as to why they want to serve on the BOT. Then, the Staff Senate would vote on each person (yes, no, abstain). Once a final list of complete, we pass that along to the BOT.
 - The Staff Senate is being asked to provide recommendations by September 20th in order to secure a spot in time for the next BOT meeting in November. Otherwise, if we do not have a staff member filled, we will not have a staff member in place to have a voting seat in the November meeting and we will have to wait until the next voting cycle in February.
 - Concerns regarding getting enough members to prepare their documents in time to submit their application by the 20th. While it is very important to fill this spot as soon as possible, we want to ensure we are able to allow folks enough time to prepare their documents. The next deadline to submit nominations is the first week of November to ensure we have a seat for the February meeting.
 - Let's go ahead and put it out there to solicit nominations now in hopes we can fill this spot by the 9/20 deadline.

Reports

- Committee Reports
 - Shared Governance - none
 - President's Cabinet
 - Phase 2 of the Diversity Assessment is set to come out during the fall term, so be

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on the lookout for that in the coming weeks.

- University Council – held a planning retreat which focused on their vision, mission, core. No official updates at this time.
- Other - Administrative Equity, Staff Connections, Scholarship, etc.
 - Staff Connections will be hosting a picnic in the Grove at 12pm on Wednesday, Sept. 20th. Lawn games will be available. Bring your own chair and lunch and visit with friends around campus.

Unfinished Business

- Performance Evaluations & Training
 - On hold
- Use of Direct Appointments
 - On hold
- Search Committee processes
 - On hold
- Fundraiser Raffle
 - On Hold

New Business

- Voting Process for Staff Senate
 - There was a concern that the voting process became a popularity contest, and a suggestion was made to only allow classified staff to vote for classified and non-classified for non-classified. Another idea is removing the names of the candidate and vote purely based on their statement/intent to run. We do not currently have a structure in place in our by-laws to outline how the voting process should work. A suggestion has been made to amend our by-laws to include a standard voting process. More to come soon.

Announcements

- Agenda item suggestions
- Kudos/Recognition
 - Staff member of the month for September is....Meriby Salgado Ydrac....YAY!!!
- Public Comments - Anything for the good of the order?



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Adjourn

Upcoming

- October 3 – MarCom Presentation
- October 17 - HR Presentation