



Staff Senate Minutes

June 4th, 2024 (2:00pm–3:30pm)

Online Via Zoom

Start recording - Staff Senate follows Simplified Robert's Rules

- Meeting recordings only accessible to Senators
- Zoom meeting - <https://wou-edu.zoom.us/j/85780295099>

In-Attendance: Adrian Trujillo, Alexis Morrison, Ambre Plahn, Rip Horsey, Jenna Otto, Sandra Holland, Kirstie Rudich, Wendi Mars

Absent: Ellie Baker, Connor King-Goehring, Kristen Perry

Guests: Heather Brophy, Chris Solario, Keats Chaves

Approval of minutes

- May 21st Minutes approved.

Guest Speakers

Reports

- Committee Reports
 - Shared Governance - Nothing to report
 - President's Cabinet
 - [TRI Presentation](#)
 - Policy Revision - [Acceptable Use of University Computing Resources.pdf](#)
 - Attend [campus events](#)
 - Update regarding the night cleaning crew. We are operating on a very limited staff on the night cleaning crew. Remember that they do not go into individual offices. Please leave your garbage cans outside of your office and/or department. If you need your office vacuumed/cleaned please reach out to facilities so they can coordinate that service for you.
 - Name Change Policy – the process has been delayed and they will have more information hopefully coming out this fall term.
 - Procurement and Purchasing Policy was discussed but it is still not finalized and ready for public comment yet. They hope to have this finalized in the coming months.
 - University Council - Nothing to report
 - Other - Administrative Equity; Staff Connections; Scholarship
 - Others
 - Administrative Equity Committee – With the addition of new unclassified senators, we will need to resume our meetings.
 - Staff Connections – May the Force Be With you Trivia event was a huge

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success! Their next event will be an outdoor picnic where you can come out and play games and BYOL. Looking forward to holding this during the end of June. Reminder, we still have Staff Senate Cookbooks available. All proceeds from these sales go directly to our Staff for Students Scholarship Fund. You can order your cookbook [here](#). Scholarship Committee – Reviewing applications now and the deadline to complete this is next week. We should have a final update by our next meeting.

- Update on UTAC - Senate representative needed. Meetings are held once per month on the third Friday via Zoom. Keats has stepped down from this committee as they are no longer a staff senator, so if you would like to take their place and have questions please reach out to Keats.
 - Kirstie Rudich has volunteered to serve as the representative. Rip motions to vote on Kirstie filling this roll, Jenna seconds. The vote is approved 8-0-0.

Unfinished Business

- Call for guest speakers
 - Looking to start getting our fall lineup started. If you have anyone in mind, please let Alexis know.
- Use of Direct Appointments
 - On hold – However, there is an update on this. Over the last few years there have been approximately 60-70 direct appointments for unclassified staff, in addition to several interim appointments that were also direct. HR is actively addressing the procedures for direct appointments and should have more this summer.
- Performance Evaluations & Training
 - Ongoing through HR
- Search Committee processes
 - On hold
- “Suggestion Box”
 - On hold

New Business

- New Senators
 - Welcome Sandra Holland, Kirstie Rudich, Ellie Baker, Conner King-Goehring, and Wendi Mars!!! Senators went around the “room” to introduce themselves

Announcements

- Agenda item suggestions
 - Summer Meetings
- Kudos/Recognition
 - Thank you to all of the senators who just ended their term, we appreciate you.



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- Public Comments - Anything for the good of the order?
 - Staff & Faculty Recognition Event is this Friday, we hope to see many of you there.

Adjourn

Upcoming

- Next meeting June 18th, 2024