

Staff Senate Minutes

November 1, 2022 (10:00am–11:30am)

Online Via Zoom

In-Attendance: Jenna Otto, Ambre Plahn, Amanda Bales, Kelly Rush, Michael Reis, Keats Chaves, Adrian Trujillo, Keegan Gormally, Cinda DeVoe, Michael Gonzalez, Michelle Gallagher,

Absent: Julia Fruit,

Guests: Dominique Vargas, Heather Brophy

Approval of minutes

- October 18, 2022, Minutes are approved

Presentation

- Dominique Vargas - DEI Executive
 - Since the opening of the new DEI Office here are a few things that developed...
 - The office will be growing from a one person staff to a three person staff. They will be filling the Title IX Coordinator position within the next month. The Executive Director of HR will serve as a Deputy Title IX Coordinator as well as a staff member from the Student Affairs area to serve as a Deputy Title IX Coordinator.
 - Mandatory Title IX trainings have slowly begun this last month. Many of you should have received emails from Catharsis with links to the trainings. If you have not, first check your junk folder. If you still haven't received it, please reach out to Dominique and she will work to find out next steps. This is just the first of many trainings that we will be required to take in the coming months.
 - Equity Audit/Assessment: The Board of Directors asked Dominique to perform an equity audit over the course of the summer. This will be a three-year cycle. Jordan Shelby West (out of Georgetown) was selected to perform the audit based on their experience of higher education audits. The work for the audit will begin in the next month with a report provided around the end of winter/spring term in which she will provide recommendations for the university to implement. In the 2023/2024 academic year, the university will begin implementing some of the recommendations. In Fall 2024, WOU will engage in a university-wide campus climate survey. This will begin WOU's journey of

Staff Senate Minutes

November 1, 2022 (10:00am–11:30am)

Online Via Zoom

- engaging in regular campus climate feedback, in three-year increments to allow time for data collection, analysis, action planning, implementation, and then be prepared for the next round of data collection.
- We welcomed Mohammed Soriano-Bilal to provide two presentations to the campus community this fall. We had 380 Participants attended the first presentation, around 260 for the second part and roughly 150 participants in the virtual presentation. The video recordings will be available through your Portal until Friday, November 4.
- The next DEI sponsored professional development will take place in January, more information to come soon.
- Striving for HSI status and continuing the work needed to make this happen:
 - A second HSI Summit will be held on April 26, 2023
 - Creating an HSI Advising Committee. President Peters is currently reviewing applicants that have submitted their interest so far.
 - Several folks attended the HACU conference a few months ago. It was a great conference that provided a lot of useful tools that we will be able to utilize in our HSI summit later this year.
- Search Advocacy: We currently have over 30 trained search advocates on campus now and we are looking to expand this even further. We will be talking with Chemeketa as they have a similar process in place as well. We are hopeful to learn from each other to see in what areas can we expand to ensure we are providing the best program possible.
- Questions:
 - Is there anything Staff Senate can do to help DEI?
 - It is important to continue to bring issues to Dominique and reach out to share knowledge/ideas.
 - Continue to have open communication is also vital in becoming thought partners and exchanging ideas, etc.

Reports

- Committee Reports
 - Administrative Equity
 - Still working with HR and providing feedback to the Unclassified Leave Bank. Hopeful that this new policy will be ready to roll out in a few months.

Staff Senate Minutes

November 1, 2022 (10:00am–11:30am)

Online Via Zoom

- Shared Governance - No Report
- Cabinet
 - Met on Oct. 19 and the next meeting is tomorrow, November 2. Main discussion will be about increasing enrollment. If you have any ideas that you would like Jenna to share, please feel free to reach out to her and let her know.
 - During the last meeting the emergency phone system was discussed. It seems our current system is out of date, and they are exploring a walkie-talkie system will be looked at.
 - Enrollment is down nearly 7% and our budget is a huge concern. We will be deficit spending this year which will reduce our fund balance by about \$7 million. The cabinet's main goal this next year is to increase enrollment/revenue without having to cut current positions. Unfortunately, this may not be the case if we are unable to succeed.
 - Questions/Comments:
 - Is there a plan to increase enrollment/retention?
 - We as a whole are all part of retention and the services we provide to students is part of retention. The more we engage and provide more top shelf services, the more students will want to stay here and hopefully spread the word to their friends about their experiences which will increase enrollment.
 - If we have a fear of staff cuts, why are we filling high level administrative roles?
 - At this point, they are not looking to cut current staff/faculty positions. The administration is really looking at ways to avoid this if it all possible. We were very fortunate to receive \$15 million in CARES funding which is helping us tremendously.
 - The positions we are currently looking to fill are not necessarily new positions they are just unfilled positions which are vital to improving our financial crisis. Our situation is a structural problem and not something that is a one-off situation to blame on any one reason.
 - Departments play a role in this as well within our own budgets and being

Staff Senate Minutes

November 1, 2022 (10:00am–11:30am)

Online Via Zoom

- mindful of our spending.
- Advocating for transparency in where the cuts will be made before they happen.
- Other

Unfinished Business

- Committee Needs: We have nominations for all open positions and are waiting to hear back from each person if they accept the nomination. Once we have that information, we will bring it to Senate for voting.
 - WUC Advisory Committee
 - UBAC
 - UDIAC
- Appreciation/Recognition - Week 3
- Fundraiser Raffle
 - We decided to hold off on doing the actual raffle until the winter term. We would like to make these raffle baskets the best they can be, so we will use the fall term to reach out to local businesses in the Monmouth/Independence community asking for donations as well as setting up an online ticket system. Our hope is to have the baskets complete by January and start selling tickets through February. We have created a letter to share with local businesses and have saved the file in the staff senate drive. We would appreciate everyone's help in asking for donations, so please share the letter with anyone you may know.
- Policy Council
 - Policy is currently being constructed. A few concerns about the language being used such as how things “could” be used or “may” be used rather than what will happen. Also concerns with the actual procedure of reviewing new policy proposals/policy revisions.
 - The document is shared on our Canvas course. Jenna will be sharing her concerns with the Board tomorrow at their meeting. Michael Reis also has concerns about policy and will be sharing those concerns as well. Each of us should take the time to review the policy and share any concerns we have with Chair Komps directly. Board members and their emails are all available on the Board of Trustees website and it is appropriate to reach out to them directly when concerns arise, so do not hesitate to do so.

Staff Senate Minutes

November 1, 2022 (10:00am–11:30am)

Online Via Zoom

- New Employee Orientation
 - November 3 will be the date for orientation. Jenna will be there to provide a brief speech about who we are and what we do. She shared a draft on Canvas for anyone that wants to review that and provide any feedback.
- 2022-2023 Goals
 - Communication
 - Collaboration
 - Connections
- Performance Evaluations & Training
 - On hold
- Use of Direct Appointments
 - On hold
- Search Committee processes
 - On hold

New Business

- HR Executive Search - Search Committee Feedback
 - Currently lining up stakeholder groups to share their feedback on their visions of a new HR Director, etc. Would Staff Senate be interested in participating in this and if so, how would they like to present those ideas?
 - Yes! This would be incredibly important for not just Staff Senate as a whole, but individual senators to be able to share their thoughts/concerns. It would be ideal if the committee would be willing to attend our next meeting on November 15. If not, we as senators would need to attend their open sessions on either November 3 or 10.
- Dear Santa Letters
 - Amanda has shared this project on our Canvas page with details about what the project is, how it started and how to participate. Regardless of the interest from Staff Senate, she will be participating as she has done for the last 3 years.
 - We could have Staff Senate participate to sponsor a family and solicit others to join our team through Staff Connections. Will discuss more at our next meeting.
- Budget Shortfall



Staff Senate Minutes

November 1, 2022 (10:00am–11:30am)

Online Via Zoom

- Solutions? If anyone has any ideas or solutions, please reach out to Jenna and she is happy to send those along to cabinet.

Announcements

- Agenda item suggestions
- Kudos/Recognition
 - Thank you to Julia and Michael for their work on the restructure committee.
 - Shout out to Keats for their work as ex-officio on the restructure committee as well!
- Public Comments - Anything for the good of the order?

Adjourn

Upcoming

- Nov 15, 2022
- Dec 6, 2022