

## Staff Senate Minutes

November 5, 2024 (2:00pm–3:30pm)

Online Via Zoom: <https://wou-edu.zoom.us/j/85780295099>

### Start recording - Staff Senate follows Simplified Robert's Rules

- Meeting recordings are for the Secretary to complete minutes effectively; when minutes are approved, the recordings will be deleted

**In-Attendance:** Alexis Morrison, Rip Horsey, Adrian Trujillo, Wendi Mars, Ellie Baker, Connor King-Goehring, Sandra Holland, Kristen Perry, Gregg Vineyard, Jenna Otto

**Absent:** Ambre Plahn

**Guests:** Amanda Bales, Ashley Schaumburg, Heather Brophy, Keats Chaves, Margarita Ochoa-Venegas, Jason Krawczyk

### Approval of minutes

- October 15th Minutes are approved.

### Guest Speakers

- Jason Krawczyk, Director of Campus Planning and Construction
  - Provided a presentation regarding the various campus building construction projects (presentation attached).

### Reports

- Committee Reports
  - Shared Governance
    - Established 2 meetings per term. The first meeting happened a couple of weeks ago and was a “get to know you” session.
  - President’s Cabinet
    - Access at WOU presentation (Rian Gayle and Grant Harris, DAS)
      - This was a really robust presentation and had a lot of great dialog within the group.
    - Membership/meeting frequency
      - At this time, we are trying to figure out what the frequency should be and if we have the right people in the room.
      - Conversation about staff representation on President’s Cabinet as well as students. We have only one student in the cabinet. The President is taking the feedback for consideration and will be getting back to the group.
  - University Council
    - Conversations around changes to administrative meetings. We will keep you updated as more information is shared from the President’s Office.
  - Other - Administrative Equity, Staff Connections, etc.

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- Staff Connections – Halloween went well, and we had quite a few departments that participated. Looks like we had around 20 nominees for the various voting options. We are currently planning a Fall Flannel event on November 27 during lunch.

### Unfinished Business

- Vacant Classified Senator Seats
  - Gregg Vineyard is our new classified staff senator.... welcome aboard!

### New Business

- UTAC and UBAC Representation
  - We have been asked to help fill a position on both UTAC and UBAC. Do we have any senators interested in filling either of these roles? Rip discussed nominations and the voting process.
  - UTAC –Gregg is interested.
  - UBAB – unclassified nominee from senate, this doesn't have to be a senator just as long as we nominate someone from the unclassified workforce.
- Business Office Campus-wide Training: Travel, P-Card, Invoice, DocStar & JV
  - Availability of Banner Training moving forward
    - IN-PERSON training only and held only once per month
    - There is a limit of 35 people per session
    - The next session will be in January
    - If you have any questions, please send them to [accountspayable@wou.edu](mailto:accountspayable@wou.edu)
  - Move to the Welcome Center happening in December

### Goals (SMART)

- Funding the Staff for Students Scholarship
  - Dave Beasley from the Foundation has been invited to come speak to staff senate. We need to set a goal of how much we need to raise and by when.
  - We are looking for two senators to take the lead in support of this goal. Adrian signed up to volunteer as one, now we just need one more.
- Build connections through consistent communication and guest speakers

### Announcements

- Agenda item suggestions
  - FSLA changes taking place in January. It would be great if we can have HR explain this in more detail to us.
    - We actually have HR on our guest speaker agenda, so we will ask them to include this as well.
- Kudos/Recognition
- Public Comments - Anything for the good of the order?
  - Keats comments:
    - Update from Judy Sylva – Strategic Plan materials are now available online at

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<https://wou.edu/planning/planning-resources>

- Seeking a classified staff member for the Search Committee for Dean of LAS; next meeting is Nov 13

### Adjourn

### Upcoming

- Next meeting: November 19, 2024
- Guest: Amy Clark, University Registrar



## ***Capital Planning and Construction***

The Capital Planning & Construction (CPC) department is responsible for all design and construction projects at Western Oregon University (WOU). This includes all renovation and construction work associated with the University's capital spending plan, which is aimed at modernizing and improving physical space throughout its real estate portfolio. CPC Coordinates the implementation of the capital projects plan and the overall management of physical space with the expressed needs of academic programs and other relevant parties. CPC also revises and ensures that all construction projects follow and are supporting the Campus Master Plan.

### **Funds**

- State paid bond –
- Capital renewal funds
- Federal Grants and Funds
- Public-private partnerships
- Corporate and individual donors



# WOU CPC Projects

## Finished Projects

- WOU Occupational Therapy Doctorate Program, Salem Oregon
- WOU Athletics Men's soccer and Women's Volleyball Locker rooms
- ITC 111 computer lab build-out
- WOU Updated Master Plan

## Ongoing Projects

- Student Success Center
- Steam line repairs
- Welcome Center build-out

## Future Projects

- Data Center (4th) WOU #2
- Performing Arts Renewal (7<sup>th</sup>) WOU #1



# Student Success Center

## Project Facts

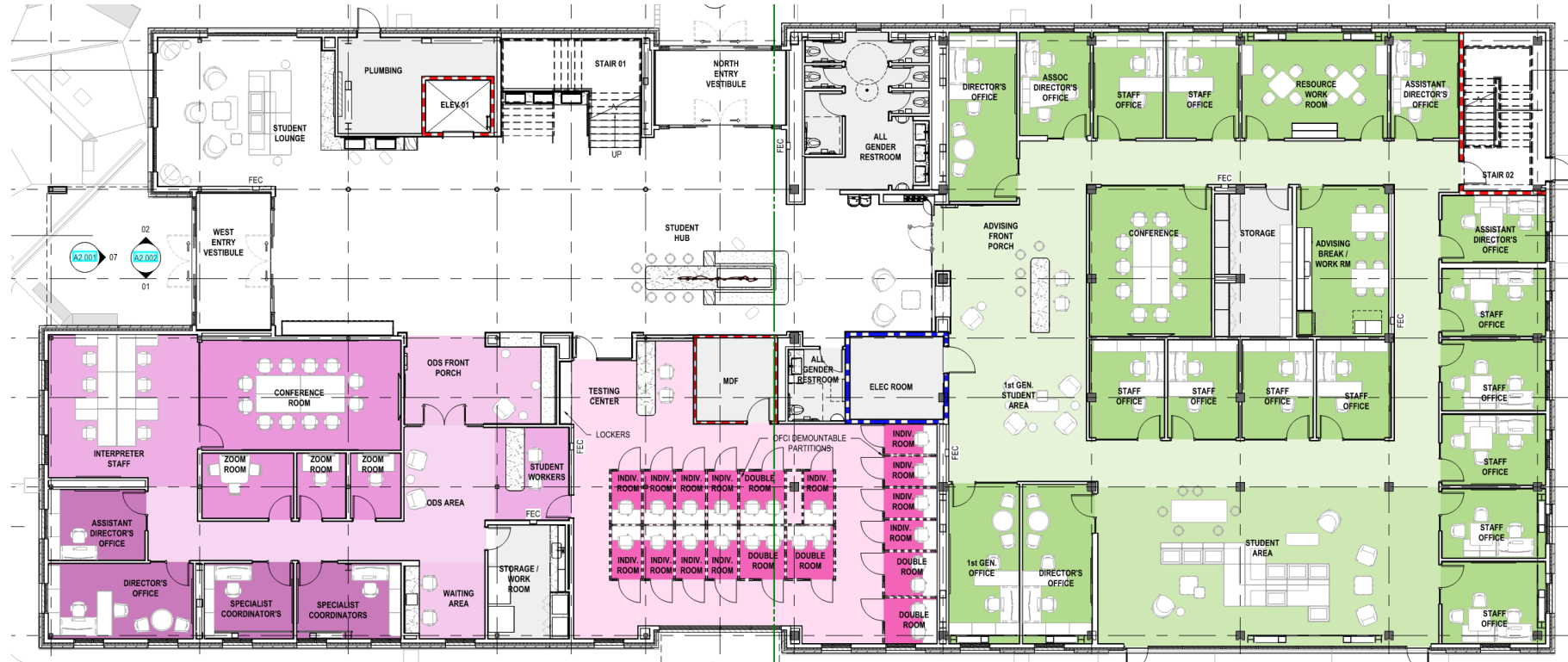
- Timeline: 18 months build time
- Schedule: August 2023 to February 2025
- Scheduled Opening: January 6th, 2025
- Cost: 22 million
- 17 million Construction Cost (30,219 sf)
- Total Occupancy: 716

## Building Occupants

- Office of Disability Services
- Testing Center
- Tutoring
- Advising
- Center for Professional Pathways

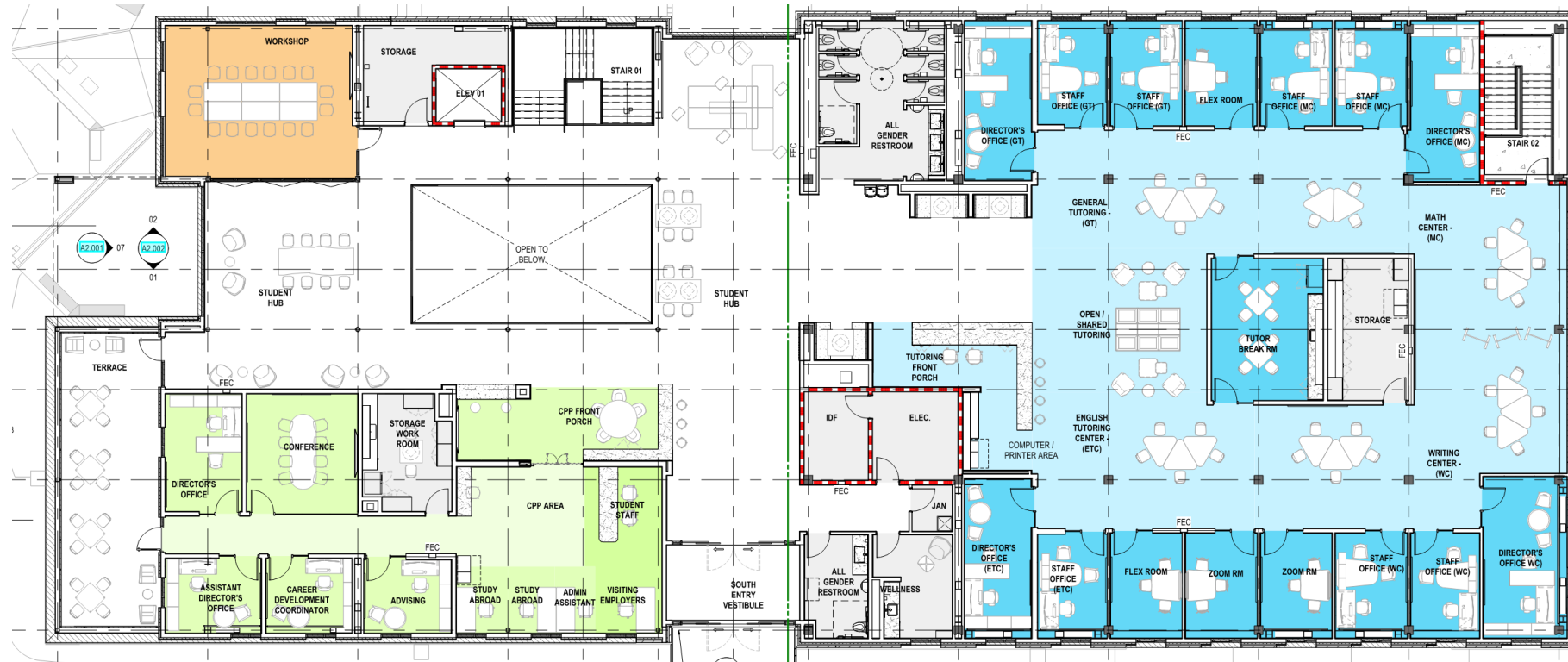


# SSC 1<sup>st</sup> Floor





# SSC 2nd Floor

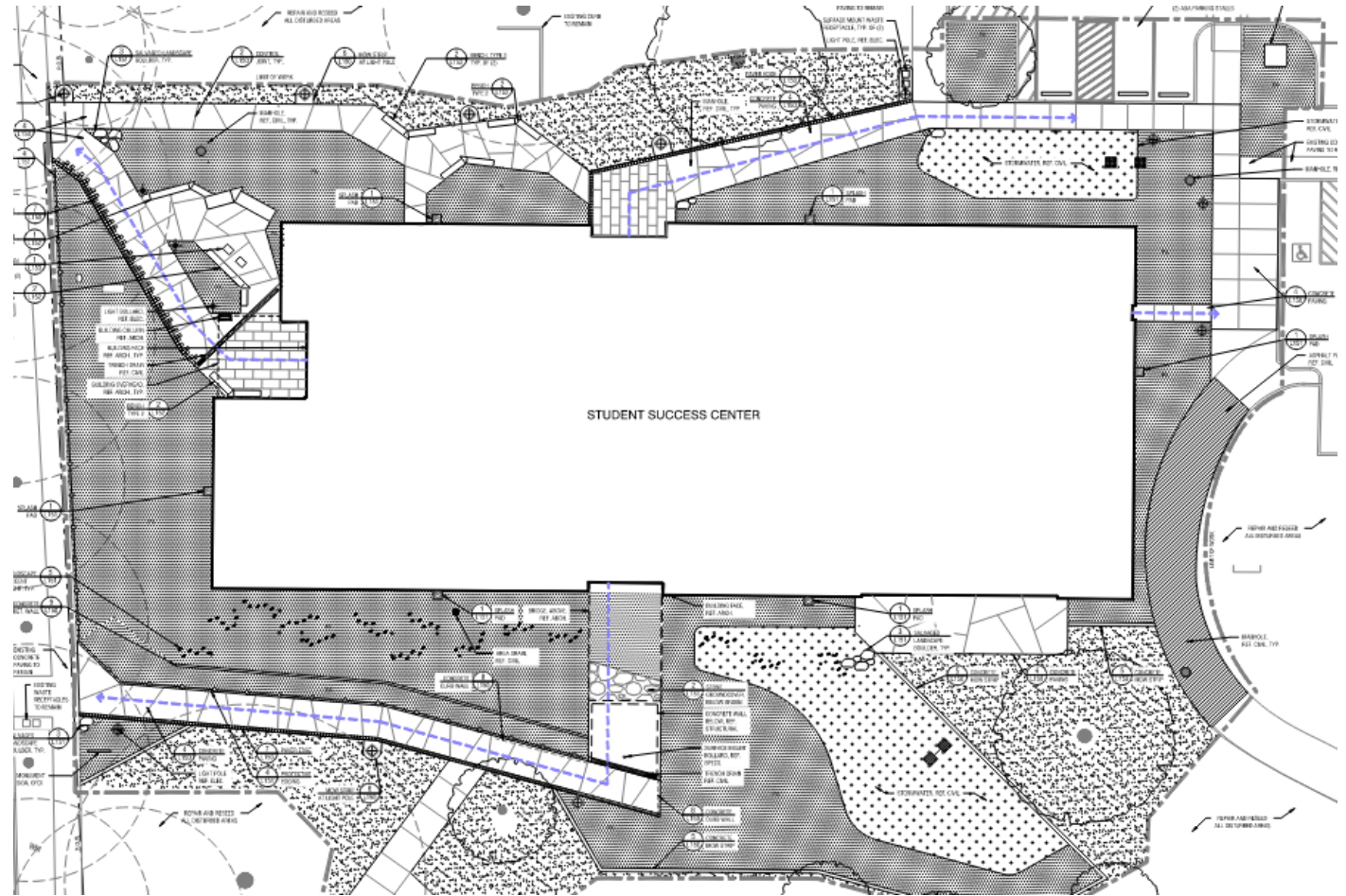






# Exterior Plan

Buildings Design allows every floor to be accessible from exterior and utilized storefront doors to eliminate the need to acuate doors.





# Steam line Project

## Project Facts

- Timeline: 3 years build time
- Schedule: June 2021 to September 2025
- Scheduled Opening: August 2025
- Cost: 16.5 million

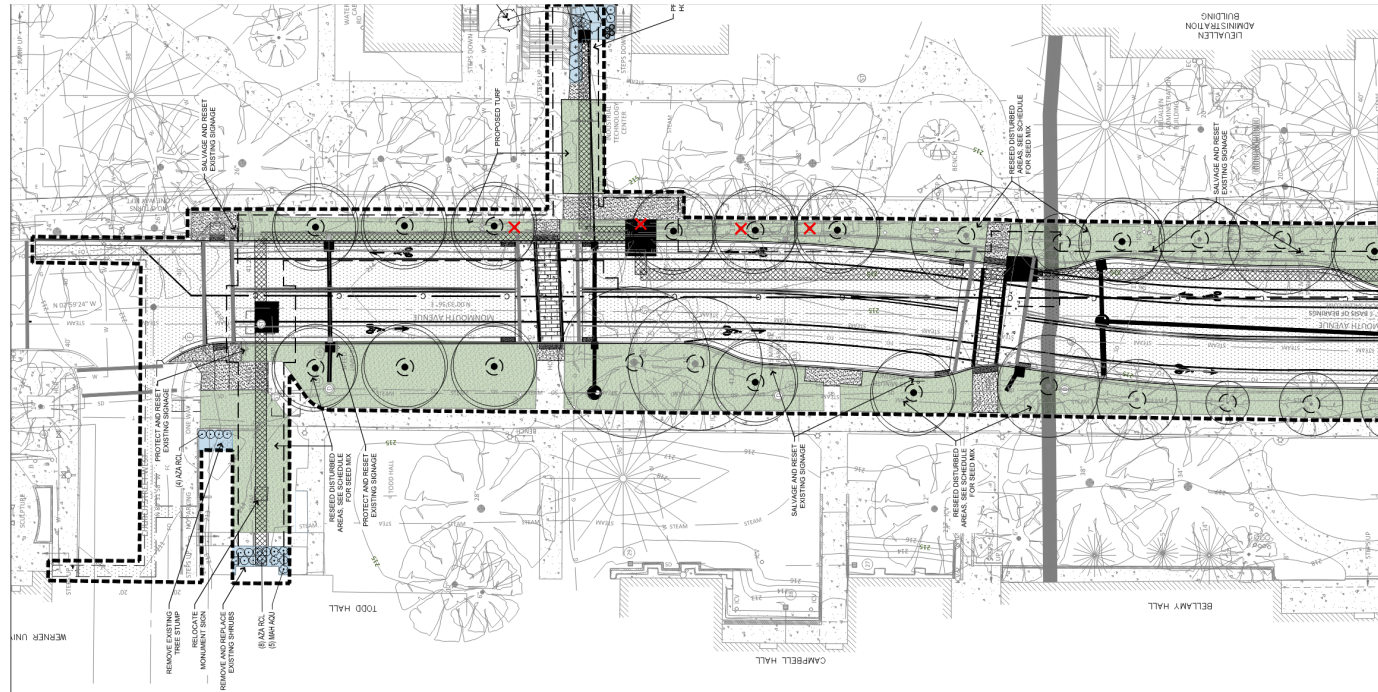
## Building Occupants

- Main steam line to campus redone in Stainless Steel
- Crosswalks, curbs and gutters redone
- Road from Jackson Street to Gentle street to be paved
- feeder lines to buildings replaced
- Working with Energy trust to locate leaks and replace steam traps



# Steam line Project

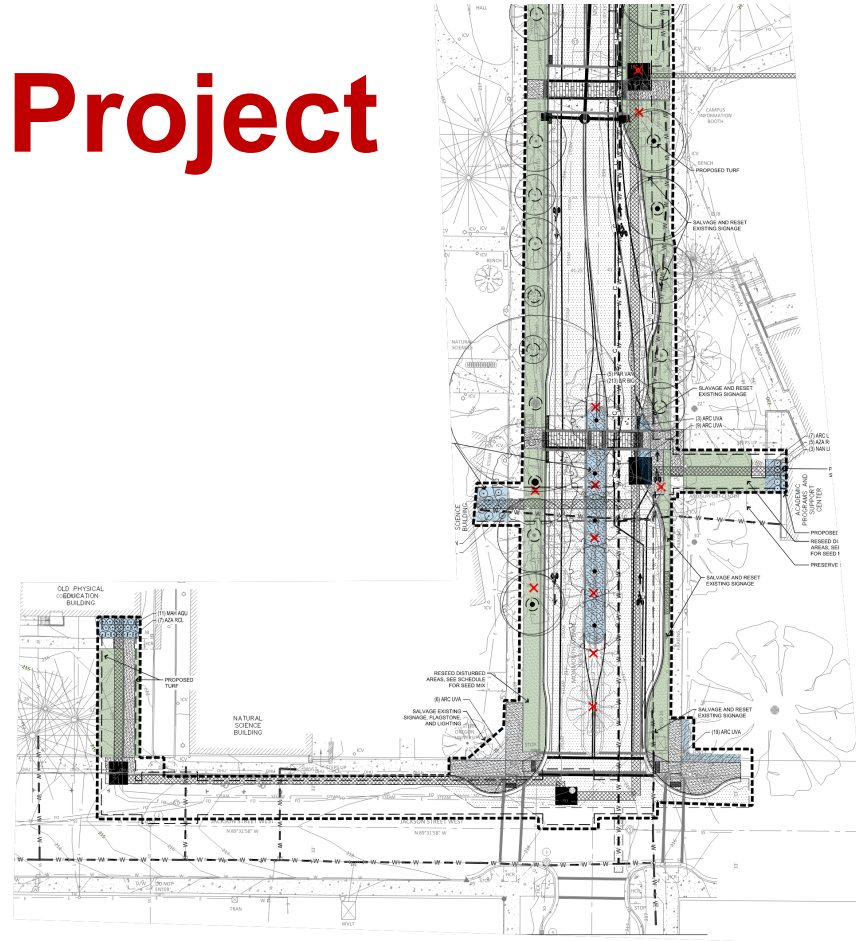
## Church Street





# Steam line Project

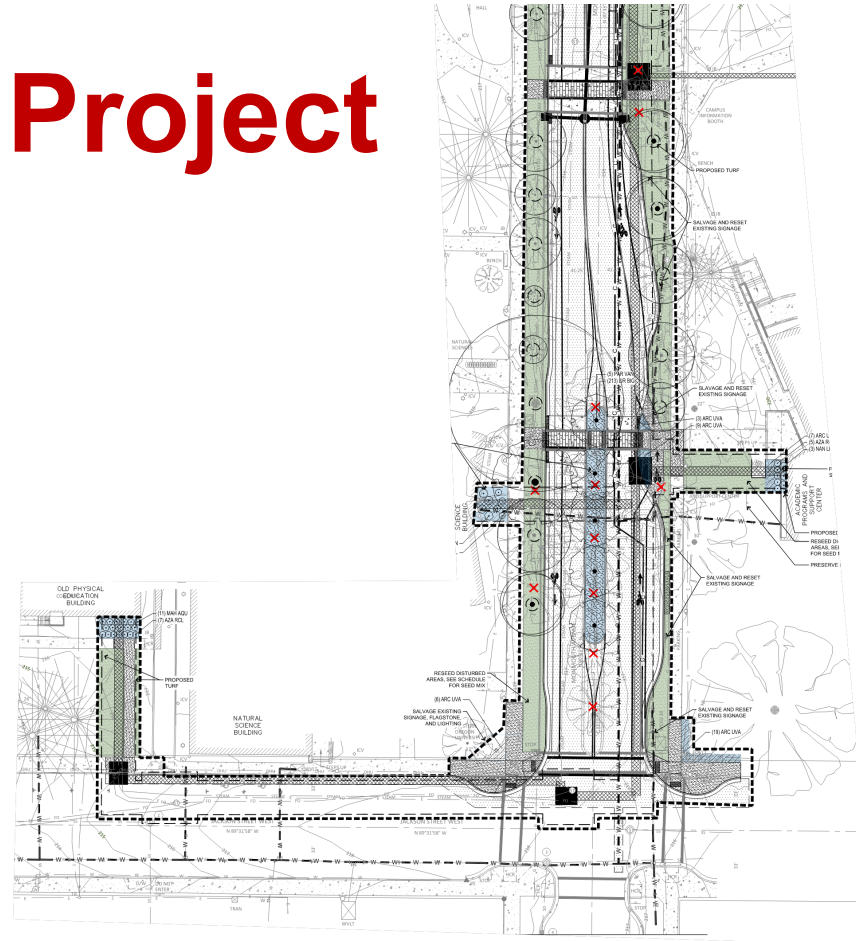
Jackson Street





# Steam line Project

Jackson Street





# Future Projects

## Performing Arts Renewal

### Project Summary

**Project title:** Performing Arts Renewal

**Location:** 344 Knox Street N., Monmouth, OR 97361

**Total project cost:** \$24,131,250

**State funding request:** \$23,407,312

**Committed external funds:** Institutional match of: \$723,938. All funds are on hand.

**Total gross square feet:** Rice Auditorium – 27,667 sf and Smith Music Hall – 14,315 sf  
Combined – 41,982sf

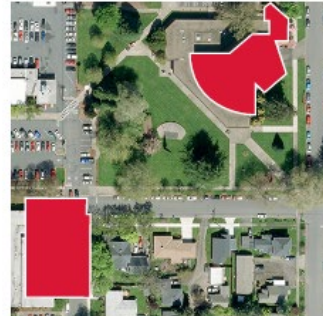
**Total project area on Campus -** 24,350

**Project start and completion dates:** Spring 2025 – Summer 2027

**Deferred Maintenance Reduction:** \$7,547,411



Current Rice Auditorium and Smith Music Hall



Proposed location of Performing Arts

### Project Executive Summary Statement

The Performing Arts Renewal project involves two adjacent buildings. Rice Auditorium built in 1976 and Smith Hall built in 1958 are used together to support academic programs in Performing Arts Program.



Rice Auditorium



Smith Music Hall



# Future Projects

## Data Center



*Proposed location of new Server building*

In contrast to the well-designed computing centers found in various Oregon universities, Western Oregon University's (WOU) data center has evolved incrementally in an ad hoc manner. This facility, situated within a 60-year-old masonry building initially serving as an elementary school, now accommodates crucial IT equipment supporting significant prospective programs.

### Project Summary

**Project title:** WOU University Data Center

**Location:** 388 Knox Street N., Monmouth, OR 97361

**Total project cost:** \$13,797,740

**State funding request:** \$13,107,853

**Committed external funds:** Institutional match of: \$689,887. All funds are on hand.

**Total gross square feet:** Data Center – 6,450 sf, Classrooms, UCS Offices, and EOC with studio – 6,548 sf and Parking and loading – 3,974 sf

Combined – 16,972 sf

**Total project area on Campus -** 22,271 sf

**Project start and completion dates:** Spring 2026 – Summer 2027

**Deferred Maintenance Reduction:** \$5,343,830



*Tilt-up construction with steel frame front offices will reduce cost*



*Server towers with racks*



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# Questions