

Western Oregon University Staff Senate Minutes  
Thursday, October 7, 2010  
**DRAFT**

**Call to Order**

The meeting was called to order at 3:02pm.

**Attendance**

**Present:** President Lisa Catto, Bill Hamlin, Sue DeNoyer, Marshall Guthrie, Lori Palmer, Carla Menear, Mark Lane, James Goulding, Sarah McConnel

**Absent:** Brian Berkley, Angie Barry

**Guests:** LouAnn Vickers, Dave Sundby

**Minutes Approved**

The minutes from the previous meeting were reviewed and approved.

**Introduction of Senators**

Sarah McConnel was introduced since she didn't attend the work session.

**Old Business**

- a. Staff Senate 2009-2010 gifts: The bench and picnic table for Larry Bentley and Dick Webber are now in place and all construction in the area is complete. Marshall suggested planning the dedication between 12-1pm or 3-3:50pm on October 21<sup>st</sup>, which is the next meeting date. The senators approved, agreeing noon was the best time. Lisa will contact past President Joe Hutchinson to see if he wants to emcee the event since he was President during the year the gifts were given.
- b. Governor's Food Drive: Lisa asked for ideas for a Staff Senate Fundraiser for the Food Drive. Suggestions for an event included kickball, "Minute to Win It" or a Burgerville or Bowling night, or Trivia Night at Crush. Sarah mentioned Residence Life did a "Minute to Win It" event and it can be expensive to put on. Lisa suggested turning it over to the Activities Committee for more discussion.
- c. Bylaws change: Currently in the bylaws, the three at large members must be second year members but the current senate doesn't have enough second year members for this to be possible. LouAnn mentioned that it was discussed last year to have the at large members be first year senators but that it never made it into the bylaws. Marshall volunteered to review minutes from last year's meetings to see if this was the case.

**New Business**

- a. Open Enrollment: LouAnn shared some updates regarding Open Enrollment. Open Enrollment is mandatory for all employees and must be completed before October 31<sup>st</sup>. If you don't re-enroll, your current dependents will be dropped. LouAnn shared a handout of benefit updates for this year and encouraged all employees to contact Heather McDaniel in Human Resources if they have questions or would like to set up an appointment to walk through the Open Enrollment process.
- b. ASC: CM was unable to make the meeting. Lisa shared the CM was going to update Staff Senate about starting a movement to get nutrition information for catering and campus dining made available to everyone. Lisa also mentioned Campus Dining has started composting on campus.
- c. Staff Wireless: Lisa talked to Bill Kernan and shared that wireless is currently free to all faculty and staff. You need to contact computing services to get your device registered. If you are using

it for work purposes your department may be charged. More information to follow in the future as they are restructuring the way wireless works on campus.

- d. WUC Advisory Committee: Angie had requested this be on the agenda, but since she was absent Lisa suggested moving it to the next meeting. Lisa shared that a senator is usually on this committee and we would discuss when Angie is present.
- e. Committee Reports:
  - a. New Staff Welcome: Mark reported that he has a list of questions for past President Joe Hutchinson to get some ideas for planning the first New Staff Welcome. Lisa suggested talking to local businesses for donations, and the bookstore.
  - b. Staff Development: Marshall will send out an email to solicit ideas for our 3<sup>rd</sup> Thursday guest speaker meetings. Still working on ideas for December since we have October and November planned.
  - c. Newsletter: Angie Barry chair. No updates at this meeting.
  - d. Activities: Sarah McConnel accepted the chair position. She had no updates, but did suggest Derby Day for Governor's Food Drive fundraiser.

#### **Announcements**

Sarah announced that Ackerman Hall room reservations can be done through ASTRA.

#### **Adjourn**

The meeting was adjourned at 3:40pm.