**Staff Senate Executive Meeting**

**11/8/2021**

**Minutes**

**Present:**

Chris Blain, Donna Braswell, Michael Griest, Mia Honaker, Shari Mickey-Boggs, Carly Porter, Frank Wolz

**Leadership team updates – Shari**

* Discussed lots of policy updates, etc. Added Juneteenth to the holidays
* Wright Day to Give had 1101 donors. Fridays may not be the best days so they may look at different days next year.
* 3 weeks in with COVID testing and it is going well so far.
* New orientation process and onboarding went through the first review. It had been sent to staff senate for feedback. The goal is to have it approved on the 17th. HR will be using “higher tech” to have electronic storage and needs reverified of I9’s, etc.
* Homecoming went okay and Festival of Flight fell flat. Looking at improvements and better collaboration with partners next year. NPHC plots ribbon cutting ceremony was well attended.
* 3R’s training program is rolling out and had 184 registrants for the first session. The second currently has 196 registrants.
* Update to the Procard policy is forthcoming.
* Nominations for staff awards of excellence is open.
* Raider Open House had over 400 registrants. It was a busy day and good event.
* Board of Trustee meeting will be in December and special guest will be Student Government.
* Searches have been started and/or committees have been formed. The current searches are:
	+ COSM Dean
	+ Provost – announcement for this committee will be sent out soon.
	+ VP for Enrollment Management
	+ Director of Public Safety
	+ VP for Lake Campus

**Questions to Shari**

* Shred Bins: If you need an additional bin, you can get a loaner bin from facilities and then return that bin to the dock once it’s full. Asked for clarifications on the new procedure for the shred bins, i.e. emptying, requests, etc.
* Positions posted as Asst. Director: Was under the impression that this title is no longer being used. The confusion is that there are positions being posted with the title. Also would like to clear the confusion between coordinator and asst. director titles and responsibilities. Shari will get an answer from Letricia on this. She stated that they are trying to move away from using the assistant director title, but generally used in student service areas.
* Is it worth having a bigger conversation with Jim Click and/or Javon on issues with cleaning, especially high traffic areas: Shari will have a conversation with Javon. One concern is that a one-size fits all model does not work with cleaning, etc. especially for student facing areas.
* Parking issues – who/what is the right person/place to direct people regarding parking issues. Shari will look into this and get us that answer.
* Is WSU considering extended maternity leave: Currently OSU, Cleveland State and Kent State offers this to faculty/staff. Currently WSU does not have this, but Shari will look at those institutions and get back with the senate.