



WKU STAFF SENATE

Monthly Meeting – August 7, 2024 (10:00 AM) Board of Regents Room JRH 242

View Full Meeting: <https://www.youtube.com/watch?v=FijErDBMxdA>

Call to Order: 10:01 CST

Roll Call: 21 Senators in attendance; in person and via Zoom.

Approval of the Agenda & Prior Monthly Meeting Minutes: Both approved by unanimous consent.

Christopher Ware Staff Star Awards

Shannon Bridges, Office Coordinator, Communication Sciences & Disorders

Nina Marijanovic, Assistant Director, Enrollment and Brand Management, Mahurin Honors College

Selina Langford, Library Assistant, WKU Libraries

Guest Speaker:

- Dr. Beth Laves, Assistant Provost, Director for Accreditation and Academic Programs. Dr. Laves is the University's SACSCOC Liaison. Dr. Laves shared information about why accreditation is important and shared information about the upcoming reaffirmation of accreditation and timeline.
 - WKU must be accredited to receive federal financial funds that are distributed by the U.S. Department of Education. Federal Financial Aid is an example of these funds.
 - Accreditation also demonstrates the quality of our institution: academic, administration, and student support services are all assessed.
 - There are 72 standards that are connected to the accreditation process.
 - The process began in 2022 with an orientation meeting. There are eight writing teams putting together the report and providing supporting documents. The compliance report is due in September and will go to an offsite review committee. There will then be an on-site review committee visiting WKU in March and the SACSCOC Board votes on WKU's reaffirmation in December of 2025.

Officer, Committee, and Staff Regent Reports

- **Staff Regent – Jennifer Hammonds**
 - The Agenda for the Board of Regents Retreat and first Quarterly meeting has been posted.
- **Communications – Deanna Jenkins**
 - Senator Jenkins shared that Staff Senate received an email from Megan Oliver in DSU Operations. Megan met with Emily Ware Travis, Christopher Ware's Mother. Mrs. Travis wanted to share that Christopher's cousin Elijah is going to be attending WKU this year and she wanted to tell us how much it means to her to have the Christopher Ware Staff Star Award.
- **Treasurer – Andria Henry**
 - Treasurer's Report
August 2024
AS OF 08/06/2024, FY25:

E&G Index – 100600
 - Starting Balance = \$0.00
 - Additions = \$3,700.00 (FY25 Budget Allocation)
 - Disbursements = \$0.00

- Ending Balance = \$3,700.00

WKUF Account (Staff Senate Excellence Fund) – 1108600

- Starting Balance = \$2,110.12
- Additions = \$15.00
- Disbursements = \$0.00
- Ending Balance = \$2,125.12

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1,804.84
- Additions = \$15.00
- Disbursements = \$0.00
- Ending Balance = \$1,819.84

- **Technology – Jason Cansler:** No Report
- **Secretary – Morgan Moran:** No Report
- **Vice-Chair – Leslie Vanderpool**
 - The workforce committee is asking for mentors from all areas to pair with new hires. All mentor/mentee pairings will receive a free meal to Fresh Food.
 - There are employees looking for campus-wide volunteer opportunities. Please email Staff Senate if you have an opportunity or want to be added to the list of volunteers.
- **Chair – Tanya Vincent**
 - Staff Senate will be sending out a call for questions for President Caboni on August 8th. He will be the Staff Senate guest speaker on September 3rd.
 - WKU HR Benefits committee would like to demo the Vitality updates to the Senate on August 14th.
 - The Benefits Committee met on July 17th to discuss the upcoming health plan program changes. Nothing has been finalized yet, but watch for emails. Open enrollment will be Oct. 14th-25th this year.
 - Please send your photo and bio for the website if you have not already. Two senators a month will be highlighted in our newsletter.
 - Senator Cansler has been appointed to the Campus Master Planning Committee.

Old Business

- Book Scholarship Updates
 - Chair Vincent asked Senator Henry for Updates. Senator Henry asked for 5 senators to volunteer for the scholarship selection committee. Please contact her if interested in serving. Senator Henry walked through the process a bit, as well.
- Staff Engagement Survey
 - Chair Vincent reported that the Qualtrics survey pick for the new question was “How do you feel the Staff Senate can better serve and represent WKU staff?”
 - The Survey should be open August 13th-August 31st.
- Staff Senate Open House
 - The Open House date will be September 17th from 2pm-4pm in 3002/3008 in the Commons.
 - Staff who have reach years of service milestones will be recognized during the Open House.
 - A Motion was made by Chair Vincent to use Senate funds to have the service certificates printed. That motion was seconded and passed unanimously.
 - Chair Vincent made a motion to approve up to \$250.00 to purchase food for the Open House. The motion was seconded and passed unanimously.
- Bylaws

- Please look at the Bylaws and send any suggested edits or changes to Parliamentarian Jordan Ray by mid-September.
- Five signatures are required to make changes to the bylaws. Senator Ray will prepare a proposal for the October meeting.

New Business

- Guest Speakers
 - Chair Vincent asked for suggestions for guest speakers. Guest speakers are an opportunity to have WKU groups educate staff members on their services or what they do on campus.
 - Senator Roberson suggested that Senator Kent present on Military Services that WKU provides to students. Dr. Martha Sales was also suggested as another guest who can share about student support services.
- Senator Roberson shared that staff members expressed to her a desire to have more than one free meal at Fresh Food. Senator Roberson will contact Robert Huffman to find out more about usage and cost and who covers the cost.

Public Comment: None

Announcements & Notable Events:

- Next Staff Senate Meeting: Tuesday, Sept. 3
- Note: President Caboni will attend our Sept. 3 meeting

Adjournment: 11:01 CST