



Exempt Employee Association

March 24, 2023

1. Take roll, approve minutes & agenda

1. Col'Lette Gauvin, Brenda Mofford, Ian Miller, Mal Stewman, Patrick Coffey, Amber Hoefer, Della Gonzales
2. Meeting called to order at 1:38pm
- a. Approval of March 10, 2023, Minutes
 - a. The minutes were reviewed by the committee. Amber motioned to approve the minutes, Mal seconded the motion. Minutes were approved unanimously.

2. Chair Updates

- a. Request made for Meeting with President
 - a. Col'Lette requested a meeting with the President for us including Col'Lette, Della and Patrick – hoping to get something on the calendar for April.

3. Old Business

- a. Action Items
 - a. Get Brenda and Mal's photos
 - a. There is an appointment open with PA on a monthly basis if folks need an updated headshot
 - b. EEA Representative Introduction Emails
 - a. Most areas are sent out; the others will follow up in the next couple of weeks
- b. EEA Standing Committee Volunteers
 - a. We received 19 volunteer sign-ups for EEA subcommittees; at least 3 from each division
 - b. Next steps?
 - a. Col'Lette provided the link to the Teams folder where the committee sign ups are listed (as of 3/24/23)
 - b. EEAEC members will reach out to folks who are interested in our committee to schedule a meeting date and time

Exempt Employee Association

400 E University Way | Ellensburg WA 98926 |

Email: exemptpassoc@cwu.edu | Web: cwu.edu/exempt-association/

CWU is an EEO/AA/Title IX Institution. For accommodation email: DS@cwu.edu.

This is an electronic communication from Central Washington University.

- c. Will do one more call for committee volunteers
- c. Employee of the Month
 - a. Col'Lette is meeting with Staci on March 30th, 2023
 - a. We had a day/time for the event scheduled but Staci had to cancel because she was unavailable.
 - b. It would be helpful to discuss the timeliness of the nominations/materials with Staci to understand how involved HR wants to be and whether or not we can take the recognition on ourselves.
 - c. Ian also suggested that we could continue to let HR do the "of the month" recognition, and then as the EEA we could do something different like an "of the week" or something less formal/structured. We potentially already have funding for recognition outside of the HR structure, unless the funds provided to us go back to HR as the owners of the recognition event currently.
 - d. It was also recommended to provide acknowledgement to not only the winners, but also to the nominees and those who nominated them. This segued into a discussion about the Diversity Awards and how the nominees and nominators were not communicated with through the process at all.
 - e. It would be ideal to have a person on campus that was responsible for employee recognition and awards events because of the amount of work it takes to complete these on.
 - f. Are there EEA committees that could help with this?
 - a. Public Relations Committee can send out a monthly communication about the nominees and why they were nominated to recognize *all* of the good things being done around campus.
 - b. Got access to the Nomination Webform
 - a. We now have the opportunity to make changes to the verbiage and criteria for the employee of the month nominations.

3. New Business

- b. Meeting Time Change – Please Fill Out Microsoft Form on EEA Executive Committee Chat
- c. Website Edits & Audit
 - a. April 30, 2023 – Edits Complete
 - b. May 31, 2023 – Audit Complete

Exempt Employee Association

400 E University Way | Ellensburg WA 98926 |

Email: exemptpassoc@cwu.edu | Web: cwu.edu/exempt-association/

CWU is an EEO/AA/Title IX Institution. For accommodation email: DS@cwu.edu.

This is an electronic communication from Central Washington University.

- c. The group discussed the URL changes that are also happening that have been difficult for some departments because they now have to change all of their materials which can be both expensive and inconvenient.
- d. Budgets
 - a. Brenda reported that they're changing the way they do budgets for the coming year. They're currently working on putting together educational events for the campus community to weigh in on changes.
 - b. We will work to plan to host one of these for just the exempt employees, this group, and Joel via Zoom. Col'Lette can send out an invite and details via the EEA email.

4. EEA Standing Committee Updates

- a. Code Committee - Wendy
- b. Professional Development, Mentoring, and Networking Committee - Mal
- c. Salary Committee - Pat
- d. Public Relations Committee - Della
- e. Community Involvement Committee - Manuel
- f. Work/Life Committee—Ian & Manuel

5. University Committee Reports

- a. Accessibility And Disability Action Planning Team (ADAPT)— Della
- b. Equal Opportunity Committee—Manuel, Wendy
- c. Strategic Planning Committee—Jonathon Henderson
- d. Enterprise Facilities—Ian
- e. Ethics— Pat
- f. Health & Safety—Wendy
- g. Tuition Waiver—Brenda
 - a. Has officially been disbanded
- h. Library Advisory—Mal
- i. President's Budget Advisory Council (PBAC) —Amber
 - a. Meeting next week (March 28) regarding new budgeting plans
- j. University Policy Advisory Committee (UPAC)— Col'Lette

7. Other Committee Reports

- a. Deadnaming Policy Updates – Amber

Exempt Employee Association

400 E University Way | Ellensburg WA 98926 |

Email: exemptpassoc@cwu.edu | Web: cwu.edu/exempt-association/

CWU is an EEO/AA/Title IX Institution. For accommodation email: DS@cwu.edu.

This is an electronic communication from Central Washington University.

- a. Project started by the Queer/Trans Council last year to prevent deadnaming across campus systems, including Microsoft Teams and PeopleSoft
 - b. They were able to make significant progress in fixing the issue in software programs on campus, but there are still people and programs (or not having the correct setting) that continue to deadname folks.
 - c. A policy related to deadnaming was drafted, but hasn't made it through UPAC. There were many discussions about the actual need for someone's legal name and how harmful it can be to not use a preferred name if the legal name is not necessary.
- b. Gender-Based Violence Group – Amber
- a. Meeting again next Tuesday. They will be continuing the review of law and case studies. Staci and Thomas (campus decision-makers) will be attending as well.

8. Other issues, concerns, or announcements?

9. Adjourn Meeting

- 1. The meeting was adjourned at 2:59pm

Exempt Employee Association

400 E University Way | Ellensburg WA 98926 |

Email: exemptpassoc@cwu.edu | Web: cwu.edu/exempt-association/

CWU is an EEO/AA/Title IX Institution. For accommodation email: DS@cwu.edu.

This is an electronic communication from Central Washington University.