

**PSO COMMITTEE DESCRIPTIONS AND  
UNIVERSITY REPRESENTATION  
2009-2010**

**PSO COMMITTEES**

**PSO Awards Committee**

The Committee solicits nominations and selects one professional staff to receive the *Excellence in Service Award* and one professional staff to receive the *Excellence in Job Performance Award* each year. The *Excellence in Service Award* is awarded to a professional staff member who has provided an exceptional level of altruistic service to the University community. The *Excellence in Job Performance Award* is awarded in recognition of exemplary accomplishments in job performance by a professional staff member. This Committee is formed in January of each year by the PSO Executive Committee and consists of at least three professional staff, one of which is a member of the PSO Executive Committee. 3 representatives. 1 year term.

**Representatives:**

Pam Gibson, WWU Foundation, [Pamela.Gibson@wwu.edu](mailto:Pamela.Gibson@wwu.edu) Appointed 09/2008

Paul Mueller, Environ. Health and Safety, [Paul.Mueller@wwu.edu](mailto:Paul.Mueller@wwu.edu) Appointed 07/17/06

Kathy Hutchinson, Fairhaven College, [Kathy.Hutchinson@wwu.edu](mailto:Kathy.Hutchinson@wwu.edu) Appointed 09/2009

**PSO Complaint Appeals Committee**

The Committee shall conduct a hearing of complaint appeals brought by professional staff against the university. The Complaint Appeals Committee (CAC) shall consist of three (3) professional staff appointed by the PSO President and two (2) members of the professional staff organization appointed by the President of the university (or designee). The Committee shall be appointed when required within fifteen (15) working days of receipt of appeal.

**Representatives:**

Appointed as needed.

**Staff Arts and Crafts Show**

This committee organizes and manages the annual staff arts and crafts show exhibit.

**Multiple representatives. 1 year term.**

**Representatives:**

Nancy Phillips, Business & Financial Affairs, [Nancy.Phillips@wwu.edu](mailto:Nancy.Phillips@wwu.edu) Ex-Officio

Bruce Boyer, Environ. Health and Safety, [Bruce.Boyer@wwu.edu](mailto:Bruce.Boyer@wwu.edu) Appointed 9/2008

Julia Gassman, Parking and Transportation, [Julia.Gassman@wwu.edu](mailto:Julia.Gassman@wwu.edu) Appointed 9/2008

Fran Maas, President's Office, [Fran.Maas@wwu.edu](mailto:Fran.Maas@wwu.edu) Appointed 9/2008

**UNIVERSITY COMMITTEES**

**STANDING COMMITTEES**

**Campus Dining Committee**

The Committee advises the director of University Residences and the University Dining Services resident district manager on matters concerning service from residential, retail and catering programs. The committee broadly represents the campus community providing comment on the quality of existing services and responds to new initiatives. Members of the committee may act as an appeals board concerning exceptions to the campus catering guidelines. As a new committee the meeting frequency will be established during the first year, however for now it is expected that the committee will meet monthly. **1 representative. 1 year term.**

Contact: Willy Hart, Director University Residences, [Willy.Hart@wwu.edu](mailto:Willy.Hart@wwu.edu)

**Representative:** Jill Kelly, Student Health Center, [Jill.Kelly@wwu.edu](mailto:Jill.Kelly@wwu.edu) Appointed 09/2007

### **Central Health & Safety Committee**

This committee's charge is to review university safety and health-related policies and procedures, accident investigations, safety and health inspections reports, prioritize capital expenditures related to health and safety and provide safety training. **1 representative. 1 year term.**

Contact: Gayle Shipley, Environmental Health & Safety, [Gayle.Shipley@wwu.edu](mailto:Gayle.Shipley@wwu.edu)

Representative: Michael Schardein, Student Life, [Michael.Schardein@wwu.edu](mailto:Michael.Schardein@wwu.edu) Appointed 09/2009

### **Parking Appeals Board**

Hears and decides cases involving alleged violations of WWU parking regulations. The time commitment is usually one 2 hour meeting each quarter. **1 representative plus 1 alternate. 1 year terms.**

Contact: Genevieve Heater, Parking Services [Genevieve.Heater@wwu.edu](mailto:Genevieve.Heater@wwu.edu)

Representative:

Pam Gibson, WWU Foundation, [Pam.Gibson@wwu.edu](mailto:Pam.Gibson@wwu.edu) Appointed 07/17/06

Alternate:

Todd Epps, College of Sciences and Technology, [Todd.Epps@wwu.edu](mailto:Todd.Epps@wwu.edu) Appointed 9/2007

### **President's Planning and Resources Council**

Members include the President, Provost, presidents of the Faculty Senate, PSO, SEC, Associated Students, Chair of UPRC, Vice Presidents of University Relations, Student Affairs, Business & Financial Affairs and Deans. This council provides considered advice and recommendations directly to the President on a variety of issues related to planning and allocation of resources. It serves as a source of information, ideas, and judgment, as well as has the responsibility to identify and broadly communicate to the campus, macro-level university issues and priorities, discussing broad issues relative to how the university will proceed as guided by our Mission and Strategic Action Guidelines.

**1 representative, always PSO President.**

Contact: Bruce Shepard

Representative:

PSO President Sue Hoidal, College of Sciences & Technology [Sue.Hoidal@wwu.edu](mailto:Sue.Hoidal@wwu.edu)

### **University Planning and Resources Council**

This committee is responsible to the Faculty Senate for the formation of policy in all aspects of university planning. **1 representative for 3 year term (renewable for 3 terms). 1 alternate for 1 year term.**

Contact: Chair, Matthew Liao-Troth, Faculty Senate President, [Matthew.Liao-Troth@wwu.edu](mailto:Matthew.Liao-Troth@wwu.edu)

Representative:

Randy Senf, WWU Foundation [Randall.Senf@wwu.edu](mailto:Randall.Senf@wwu.edu) Appointed 06/2009

Alternative:

Meredith Gilbert, Extended Education and Summer [Meredith.Gilbert@wwu.edu](mailto:Meredith.Gilbert@wwu.edu) Appointed 07/17/06

### **University Services Council**

This committee is responsible for the recommendation of policy regarding support services and programs for students. This committee consists of 5 members from AS, 2 from Faculty Senate, 1 from Classified Staff and **1 PSO Member**. This committee reports to the Assistant Vice President for Student Affairs. **1 year term.**

Contact: Kunle Ojikutu, Asst. VP for Student Affairs, [Kunle.Ojikutu@wwu.edu](mailto:Kunle.Ojikutu@wwu.edu)

Representative:

Jim Schuster, Student Activities, [Jim.Schuster@wwu.edu](mailto:Jim.Schuster@wwu.edu) Appointed 07/17/06.

### **AD HOC COMMITTEES**

#### **Diversity Achievement Award Committee**

The charge of the Committee is to conduct a campus-wide search each year and select the individual, department, or organization on the Western campus, as well as selected community members which

have distinguished themselves in the furtherance of efforts which enhance diversity and multicultural understanding at Western Washington University. Committee membership includes 2 faculty, 1 **professional staff**, 1 Classified Staff, 1 student, 1 MCAC member, the Assistant Vice President for Student Affairs/Diversity, and the Executive Assistant to the President as an *ex officio* member. **1 year term.**

Contact: Sue Guenter-Schlesinger, Equal Opportunity Office, [Sue.Guenter-Schlesinger@wwu.edu](mailto:Sue.Guenter-Schlesinger@wwu.edu)

**Representative:**

Liz Partolan-Fray, International Programs, [Liz.Partolan-Fray@wwu.edu](mailto:Liz.Partolan-Fray@wwu.edu) Appointed 09/2008

### **Drug Abuse Prevention Subcommittee**

This is a sub-committee of Central Health and Safety Committee. It reviews information, programs, and reports regarding the Drug-free Schools Act. This committee makes recommendations to the Central Health and Safety Committee who reports to the VP for Business and Financial Affairs. **2 year term.**

Contact: Elva Giddings, Prevention and Wellness, [Elva.Giddings@wwu.edu](mailto:Elva.Giddings@wwu.edu)

**Representative:**

Emily Gibson, Student Health Center, [Emily.Gibson@wwu.edu](mailto:Emily.Gibson@wwu.edu) Appointed 07/17/06.

### **Western Idea Network**

This Committee reviews suggestions and ideas submitted by staff members for the improvement of safety, reduction in cost, increase in efficiency, and betterment of working conditions and morale. The Committee awards the best suggestions or ideas. Meets as needed, usually twice each winter and spring quarter. **1 year term.**

Contact: Chyerl Wolfe-Lee, Human Resources Director, [Chyerl.Wolfe-Lee@wwu.edu](mailto:Chyerl.Wolfe-Lee@wwu.edu)

**Representative:**

Paul Cocke, Office of University Communications, [Paul.Cocke@wwu.edu](mailto:Paul.Cocke@wwu.edu) Appointed 07/17/06.

### **INACTIVE COMMITTEES**

- PSO Salary and Benefits Committee (This committee is being discontinued and the duties will be performed by the PSO Executive Committee)
- Bicycle Policy Implementation Task Force
- Emergency Management Committee
- Employee Training & Development Advisory Committee
- Energy Conservation Task Force
- Equal Opportunity Investigative Committee
- Institutional Master Plan Advisory Committee
- Marketing and Communications Committee
- Parking Fee Review Committee
- Transportation Planning Initiatives Task Force
- University Dining Services Committee
- University Services Council