

**PSO COMMITTEE DESCRIPTIONS AND
UNIVERSITY REPRESENTATION
2010-2011**

PSO COMMITTEES

PSO Award Committee

The Committee solicits nominations and selects one professional staff to receive the *PSO Award for Excellence* each year. The award is presented to a professional staff member who has provided an exceptional level of professional service to the University community. 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 Appointed 09/2008

Paul Mueller, Environ. Health and Safety, Paul.Mueller@wwu.edu Appointed 07/17/06

Michael Schardein, Student Life, Michael.Schardein@wwu.edu Appointed 09/2008

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.

Employee Arts and Crafts Show

This committee organizes and manages the annual spring *Employee Arts and Crafts Show* exhibit.

Multiple representatives. 1 year term.

Representatives:

Nancy Phillips, Business & Financial Affairs, Nancy.Phillips@wwu.edu Ex-Officio

Bruce Boyer, Environ. Health and Safety, Bruce.Boyer@wwu.edu Appointed 9/2008

Julia Gassman, Parking and Transportation, Julia.Gassman@wwu.edu Appointed 9/2008

Fran Maas, President's Office, 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

Representative:

Jill Kelly, Student Health Center, 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

Representative:

Michael Schardein, Student Life, 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: Parking Services, (360) 650-2945

Representative:

Pam Gibson, WWU Foundation, Pam.Gibson@wwu.edu Appointed 07/17/06

Alternate:

Todd Epps, College of Sciences and Technology, Todd.Epps@wwu.edu Appointed 9/2007

President's Cabinet

The President's Cabinet (PC) is a committee appointed by the President comprised of General Counsel, Vice Presidents, Vice Provost for Equal Opportunity and Employment Diversity, Associate VP for University Relations and Director of Legislative Relations, President's Staff, Special Assistant for Diversity, Exec Director for University Planning and Budgeting, Director of Communications, Faculty Associate to the President and Provost, Presidents of governance groups, Classified Staff Representative. This cabinet 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 Plan.

1 representative, always PSO President.

Contact: Bruce Shepard, WWU President

Representative:

PSO President Sue Hoidal, College of Sciences & Technology Sue.Hoidal@wwu.edu

University Planning and Resources Council (UPRC)

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, Jeff Newcomer, Professor, Jeff.Newcomer@wwu.edu

Representative:

Jennifer Hansen, Contract Administration Jennifer.Hansen@wwu.edu Appointed 9/2010

Alternate:

Lois Longwood, Extended Education and Summer Programs Lois.Longwood@wwu.edu Appointed 8/2010

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

Representative:

Jim Schuster, Student Activities, 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

Representative:

Liz Partolan-Fray, International Programs, 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

Representative:

Emily Gibson, Student Health Center, 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

Representative:

Paul Cocke, Office of University Communications, Paul.Cocke@wwu.edu Appointed 07/17/06