

**University Staff Committee
Meeting Agenda
October 21, 2021, 10:00 – 11:30 a.m.
Virtual Meeting via Teams**

1. Sue Machuca, chair, called the meeting to order at 10:02am
2. Roll call – Sue Machuca, Kim Mezger, Teri Ternes, Kaitlyn O'Claire, Dolly Jackson, Liz Brinks, Theresa Mullen, Lisa Schmelzer, Chris Cox, Erin Beres, Denise Baeten, Lea Truttmann, Brenda Beck, Tina Tackmier, Amanda Wildenberg, Amy Ibuaka, Colleen Cowling, Julie Flenz (HR Liaison)
3. Approval of Sept. 16, 2021 Minutes

Kim Mezger made motion to approve: Kaitlyn O'Claire seconded the motion, minutes were approved.

4. Secretary Nominations/Vote

No accepted nominations; we will continue to rotate minute takers

5. Treasurer's Report & Update - see attachment

6. HR Report – Julie Flenz (see meeting attachments)

Clarification on open T&TC forums dates and what will be talked about. Stated that we would like to have information provided by Nov. 7th. Not comfortable with delay in training for appeals process. Reviewed updates for Telecommuting policy and Office closure statements.

Covid-19 – faculty, staff and students can all be tested on main campus. Appointments can be made thru MyPrevea app – there may be limited times and dates due to staffing.

HR requests assistance in advertising positions on campus.

Kaitlyn from Marinette concerned that positions are not being filled, and other have to take over the work. Many concerns made over workload.

Many comments and concerns over TTC pay scale, and how that will affect current employees. Delay in hiring process, how that is affecting people personally and professionally.

7. Old Business:

- a) University Staff Fall Conference

Unfortunately fall conference had to be cancelled. Date has been determined for next year, Sept. 30, 2022, and will be off campus if possible.

- b) Title and Total Comp (T&TC) – see HR discussion above.

- c) BOR Awards – Teri Ternes

Congratulations to Monika Pynaker for winning the inaugural Regents University Staff Excellence Award. The award recognizes exceptional service to the university with a

cash prize of \$7,500 for future professional development programs and enhancements.

8. New Business:

a) Telecommuting Discussion

Sue discussed the process. Sue asked if anyone needed help with approval process.

b) Furlough Refund Resolution Information/Discussion – see attached

c) Faculty Resolution T&TC

Faculty presented and read a resolution at Faculty Senate, Oct. 13th, see attached.

9. Committee Reports:

a) Election Committee

Brenda Beck reported that all positions are filled at this time.

b) Personnel Committee

Brenda Beck stated that appeals training will be scheduled with Melissa Nash as soon as it becomes available. Univ staff will be contacted with the details of the appeals process.

c) Professional Development Committee

Unfortunately, the Fall Conference has been cancelled due to low registrations. Date has been determined for next year, Sept. 30, 2022, and will be off campus if possible.

d) UW System University Staff Representative – Teri Ternes

Will bring TTC and workload issues to meeting on Friday, Oct. 22nd.

e) UC – Sue Machuca

Administration Review will be done by Faculty and we will have input in some capacity. Discussed TTC Statement read by Faculty Senate at the last meeting, Wed., Oct. 13, 2021.

f) Other Campus Appointive Committees & Working Groups

10. Adjourned at 11:30am