

**University Staff Committee
Meeting Minutes
July 18, 2019
10:00 a.m. – 11:00 a.m.
Instructional Services, IS-1034**

WELCOME / CALL TO ORDER

At 10:04 a.m., Kim Mezger (Acting USC Chair) called the meeting to order.

Because this meeting is only to transition & elect the three positions open on the USC, members present who are not voting members were excused by Interim Chair Kim Mezger.

IN ATTENDANCE

University Staff: Kim Mezger (Acting Chair), Teri Ternes (Acting Secty, UWS Rep), Jayne Kluge (USC Member), Theresa Mullen (USC Member), Sue Machuca (USC Member Sheboygan), Kaitlyn O’Claire (USC Member Marinette), Tracy Van Erem (USC Member); Greg Kannenberg, non-voting USC Member

Absent: Holly Keener (Vice-Chair), (USC Member Manitowoc), Julie Flenz (HR Liaison). **Guests:** None

The meeting opened with discussion and confirmation by USC members that a quorum was present. Kim advised the three positions open for election are Chair, Secretary, and Treasurer. Kim asked for nominees. Theresa Mullen self-nominated for Secretary; Teri Ternes nominated Kim Mezger for Chair and Tracy VanErem for Treasurer. There were not any additional nominations; the 3 candidates accepted their nominations. There being no further discussion, votes were taken with the following results:
Kim Mezger, Chair, 6 approved, 1 abstained; Theresa Mullen, Secretary, 6 approved, 1 abstained; Tracy VanErem, Treasurer, 6 approved, 1 abstained.

General Discussion

May Minutes: Teri Ternes reminded anyone who was present at the May meeting to please send her feedback on the May draft minutes which are posted to the website.

Faculty Senate & UC Meetings: There was discussion concerning the amount and detail we include from UC and Faculty Senate meetings in our minutes. Possibly, we should just state who from the USC attended the meeting and provide the website where approved committee minutes post. Tabled for further discussion.

Kim will send out the listing of UC and Faculty Senate meetings for 2019-20 and request USC members to volunteer to attend.

What is our Mission? An interest survey will be sent requesting input on what University Staff want to do for campus & the community other than just attending meetings and reporting. How can we be visible?

Eye on Hires: Kaitlyn O’Claire voiced concerns over employment levels at the branch campuses and 2-way communication regarding open positions. She presented good points however; Kim stated that we (University Staff) do not have control over the hiring process.

ADJOURN: Teri moved to adjourn the meeting at 10:45AM; seconded Jayne Kluge; no discussion; meeting adjourned

Next Meeting: August 15, 2019, IS-1034. Kim will send an Outlook appointment.
Submitted by Teri Ternes, (Acting) Secretary USC, 7/18/19