



**University Staff Committee
Meeting Minutes - DRAFT
May 21, 2015, 10:00 – 11:30 a.m.
Wequiock Room, University Union**

1. Welcome
2. Call to order
3. Roll call

USC Members: Jan Snyder (Chair), Amanda Wildenberg (Vice Chair,) Tina Tackmier (Secretary), Holly Keener (Treasurer), Kimberly Danielson, Monika Pynaker, Kevin Boerschinger and Christine Olson (HR Liaison)

Guests: Sousie Lee, Kim Mezger, Teri Ternes, Ron Kottnitz, Cheryl Pieper, Amy Ibuaka, and Sarah Pratt

4. Review & approval of April minutes – Tina
Kevin motioned to approve the minutes and Holly seconded the motion.

5. Treasurer's Report – Holly

	Previous Month	Current Month
Staff Development Account	\$ 2,103.13	\$ 1,431.44
Regular Account	\$ 18,555.90	\$18,555.90
Agency Account	\$ 3,148.63	\$ 2,842.66
Endowment Account	\$ 9,610.73	\$ 9,610.73

6. Labor Management Report – Christine

New Employees:

University Services Associate 2 (100%) Admissions. Incumbent: Pamela Bramschreiber. Carol Kuehne start date 6/15/15.

Positions Being Recruited:

Custodian (100%) Posted for transfer to replace Scott Smith

University Services Program Associate (Project Appointment) Outreach and Adult Access; to provide assistance with departure of Mona Christensen

Recruitments on Hold:

Electronic Technician Media Intermediate (100%) Academic Technology Services. Incumbent: Ron Kottnitz

Recruitments Cancelled:

Auto Equipment Tech Master (100%) Facilities Management. Incumbent: David Krout

Academic Department Associate (100%) Nursing. Incumbent: Ruth Pearson

Academic Department Associate (100%) Humanistic Studies. Incumbent: Karley Mendez

University Services Associate 2 (75%) Office of Grants and Research. Incumbent: Charmaine Rodaidek

Office Operations Associate (50%) Purchasing. Incumbent: New position

Library Services Associate-Advanced (100%) Cofrin Library. Incumbent: Leah Liebergen

Vacant Positions:

Program Assistant Chancellors Office. Incumbent: Rebecca Ouradnik.

Academic Department Associate Human Development/ICS. Incumbent: Nicole Miller.

Academic Department Associate Natural and Applied Sciences/Human Biology. Incumbent: Tammy Silha.

UW Human Resources Manager Human Resources. Incumbent: Dana Daggs.

HVAC/Refrigeration Specialist- Advanced Facilities Management. Incumbent: Michael Van Oss.

IS Systems Development Services Senior Web Services. Incumbent: Joseph Motacek.

University Services Program Associate Institute for Learning Partnership. Incumbent: Lisa Salentine.

7. USC governance committee reports/updates (as available)
 - A. Election Committee – discussed in 12 C.
 - B. Personnel Committee
There will be meetings to talk about revising the annual performance review form. If changes are made, employees must be notified in January 2016 for evals that will be given in spring 2017, which covers the 2016 calendar year. Every campus has their own evaluation form, so if one campus makes changes, doesn't mean other campuses will.
 - C. Professional Development Committee
Funds for the spring social and USC assembly have been paid out. Patrick Goggins professional development funds have been paid. The fall conference committee continues to meet and new members will start July 1. The fall conference logo has been created and posted to webpage as well as with the save the dates.
8. Campus shared governance committee reports/updates (as available)
 - A. Awards & Recognition Committee - Recipients have been chosen and will be revealed at convocation!
 - B. Committee on Legislative Affairs - No update.
 - C. Committee on Workload & Compensation – No update.
 - D. Library & Instructional Technology Committee – No update.
9. Campus appointive committee reports/updates (as available)

No updates. Jan will send reminder that Univ. Staff members who are on these committees are welcome to attend this meeting to give updates.
10. UW State Classified Staff Council reports/updates
 - A. General business
Updates from other campuses:
Whitewater holds a retirement dinner for their US retirees. US pay for their own meals and then they chip in for the meals of the retirees.
Elections are happening all over the state for new council members.
Stevens Point – Voluntary separations are happening. Employees were notified May 15.
Platteville – Voluntary Separations are still pending.
Superior is in bad financial shape
UW Colleges – will have major layoffs and are looking at having “regional” deans to serve their campuses.
Oshkosh – of the 99 faculty and staff eligible for voluntary separations, 55 of those are US. Anyone who wants to go can go.
Milwaukee – they have restructured their Bookstore, which affected 10 employees.
 - B. Policies
11. Old Business:
 - A. UPS policies, forums, surveys, handbook
HR is working on revising the handbook. Compensation policy is coming up – look for June informational sessions.
HR will start meeting with Exempt employees regarding switching from US to Academic Staff. The switch may not happen until January 2016.

B. Budget, Voluntary Separation

OSER had an issue with the June 30th date for voluntary separations to take effect. They are waiting to hear about a new date and how that date change may affect staff.

12. New business

A. CWC Compensation Resolution proposal

Faculty Senate motioned to adopt the resolution. CWC will not be meeting over the summer. USC provided feedback on the resolution that Faculty Senate adopted. USC still has not adopted the resolution and Monika motioned to wait until fall to see if CWC will discuss our revisions and if there will be another version of the draft to vote on. Kimberly seconded the motion to wait.

B. University Staff Assembly recap

Turnout was great and it went well. The root beer floats were a hit!

C. University Staff governance election results

Elections are over – Cheryl read the results aloud. New members take over July 1, 2015.

There was some discussion regarding having 1 large meeting of ALL new members vs, individual meetings. It was decided to use the regular July meeting and invite ALL new and continuing members of all of the USC committees to elect chairs, etc. instead of having a regular meeting.

13. Adjournment

Next USC monthly meeting: June 18, 2015, 10:00 a.m., 1965 Room, University Union