

University Staff Governance Meeting Notes
October 26, 2018, 9:30 a.m.
Personnel Issues: Shared Governance Role
Guest: Christopher Paquet, Asst. VC for Policy & Compliance

- Background:
 - Initial Personnel Committee meeting with Christopher was held on October 8 at the request of the University Staff Governance Bylaws Restructuring Committee to discuss the role of shared governance/Personnel Committee in university staff personnel issues.
 - Personnel Committee revised their proposed charge accordingly and submitted to the Bylaws Committee.
 - Proposed charge was reported at the USC's monthly meeting on October 18, 2018.
 - Attendees at the 10/18 meeting requested more clarification on our role in personnel issues via an additional meeting with Christopher.
- Christopher explained the difference between a hearing body and an advocate. Personnel Committee can only act as one or the other. Advised us not to take role of advocate due to conflict of interest and other complications as the personnel issue progresses.
- Chancellor has ability in a disciplinary proceeding to ask the appropriate governance body to act as a hearing body.
- Need to set parameters around what we do, and to be prepared to refer employees to other resources: Steve Meyer, Campus Ombudsperson, or people/agencies listed with HR and/or UWS.
- Advised us to act as procedures advocate rather than subject matter advocate (i.e., make sure prescribed process is followed).
- Attendees felt that additional training and documentation for HR processes, personnel hearings, and procedural advocacy would be beneficial. Christopher agreed to spearhead the development of this and to reach out to academic staff governance to see if they would like to be included.
- Minor edits were suggested and agreed upon for the proposed Personnel Committee responsibilities.
- Meeting adjourned at approximately 10:30 a.m.

Respectfully submitted,
Jan Snyder, USC Chair