

University of Wisconsin-Green Bay
Classified Staff Advisory Council
Meeting Minutes
Thursday, June 10, 2010

Attendance

CSAC Members: Joe Schoenebeck, Gary Huebner, Monika Pynaker, Ron Kottnitz, Liz Hessler, Michael Mentzel, Jason Willard, Amy Plotner, Ruth Pearson, Liz Leist, Becky Harrill, Mark Roe, Bev Hendricks, Mary Goral, Carl Graf

Absent: Micky Doyle, Amy Ibuaka

Meeting Agenda:

- The meeting was called to order by co-chair Joe Schoenebeck at 2:00 PM.

Reports:

- The May meeting minutes were approved as written 14-0

PRIOR ACTION – Mike will provide hard copies of the previous meeting minutes at each CSAC meeting to facilitate approval. COMPLETED

- Treasurer's Report: Joe reported for Amy the financial balances as follows:

	Previous Month	Current Month
Staff Development:	\$ 0	\$ 0
Provost Account:	\$ 1,457	\$ 904
Regular Account:	\$ 15,183	\$ 15,183
Agency Account:	\$ 956	\$ 956
Endowment:	\$ 7,955	\$ 7,995

Going Green Committee:

- UWGB will not go to single stream recycling. Currently the campus receives an income from recycling paper and aluminum cans.
- Color coded signs for recycling not finalized yet, the subcommittee did not meet.
- The print cartridge recycling effort has been very successful. When the boxes are full Amy Ibuaka boxes up the used cartridges and ships them to a recycler. The recycler pays shipping cost. Ultimately this is revenue neutral, but we are reducing landfill waste significantly.

PRIOR ACTION – Jason will research the date the City of Green Bay will begin single source recycling - COMPLETED

New in Classified Staff:

- Carl Graf IS Resources Support Technician – Senior
- Kim Ward Financial Specialist 2
- Kyle Pockat University Services Associate 2
- Valerie Pero Custodian

PRIOR ACTION – Mike will invite these new hires to the New Employee Safety orientation class on May 20 - COMPLETED

Retiring Classified Staff:

- Keith Rosin Police Sergeant
- Pam Schoen Community Sciences

Web Site News:

- The website has been updated to include more information – go see it.

Professional Development Funds:

- There is \$ 904 left over in the Provost account for professional advancement.

PRIOR ACTION – Amy P will review all submittals for development funds to verify that there is no overlap with tuition reimbursement or other UW program requirements. - COMPLETED

Fund-Raising Sub-Committee:

- Golf fundraiser may have to be modified. The response has been so successful that it has overwhelmed the restaurant staff. Several alternatives were discussed including use of punch cards, giving credit only for ordering the daily special or showing campus ID.

CONTINUING ACTION – Ron, along with Joe, Gary, Liz, Liz will talk to Rick and Bill concerning this fundraiser. - ONGOING

Fall Conference Committee:

- All is planned, all is set.

Classified Staff Newsletter:

- The May issue should be released soon.....

Update Pamphlet:

- The new draft is ready, two even more minor changes need to be made and it can be released.

CONTINUING ACTION – Joe will finalize the minor changes and bring final draft to next meeting - ONGOING

Retired Classified Staff:

- What can be done to include and recognize retired Classified Staff?

ACTION – Joe & Mark will investigate what other campuses do to recognize retired staff and develop a plan for review at the next CSAC meeting.

Surplus:

- Why are surplus items being sent to Madison when the cost to ship is more than the item is worth? Can we sell these locally?

ACTION – Joe will add this issue to the July CSAC meeting agenda

Meeting adjourned at 2:58 PM.

Next Meeting: Thursday, July 8th, Vista Room, 2:00-3:00 PM.