University of Wisconsin-Green Bay
Classified Staff Advisory Council
APPROVED - Meeting Minutes
Thursday, January 19, 2012
2 – 3:15pm, MAC 301

Attendance

CSAC Members: Joe Schoenebeck, Paul Wikgren, Mary Goral, Tina Tackmier, Janet Gomez, Kevin Boerschinger, Ruth Pearson, Liz Hessler and Christine Olson (Liaison to Human Resources)

Absent: Amy Ibuaka, Micky Doyle, Ron Kottnitz, Mark Roe, Jason Willard and Becky Ouradnik (Liaison to Chancellor’s Office)

Guests: Teri Ternes

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

Welcome Guests!

Approve Minutes:

Minutes were approved for November meeting with a few minor changes which Joe will correct.

Treasures Report:

<table>
<thead>
<tr>
<th>Account</th>
<th>Previous Month</th>
<th>Current Month</th>
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<tr>
<td>Endowment Account</td>
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<td>$9,610.73</td>
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</tbody>
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New Employees:

Dana Daggs – Human Resources, Started 9/16/11
David Landenberger – Custodian – Lead (Residence Life), Started 11/14/11
Stephanie Maufort – Office Operations Associate (Weidner Center), Started 11/15/11
Inga Zile – Student Status Examiner, Started 12/12/11
Brad Jozwiak – Groundskeeper, Started 1/3/12
Sousie Lee – Human Resources Assistant, Started 1/9/12
Curt Westman – Custodian, Started 1/9/12

Employees Who Left:

Peter Brockman – Facilities Repair Worker, Left 9/2/11
Dawn Baugnet – Gardener, Left 9/7/11
Larry Siebers - Database Administrator, Left 9/9/11
Jenny Hanewall – Human Resources Manager, Left 9/16/11
Ingrid De Coste – Human Resources Assistant, Left 9/28/11
Dan Schrickel – Electronics Tech Media, Transferred to Academic Staff 11/30/11
Kyle Marinoff – Arboretum Project Coordinator, Left 1/6/12
Gary Huebner – Electronic Tech Media, Left 1/9/12
**Student Employee of the Year:**

Last year we contributed $100 from Agency to the Student Employee Banquet. Liz suggested that we up the donation this year for them to be able to hopefully be able to offer more to the students and their families. Liz and Joe will meet with Diana from Student Employment to talk about funding and suggestions.

**Labor Management:**

Christine Olson talked about the demise of the Labor Management meetings since there are no longer unions. She wanted CSAC feedback on whether or not the updates (such as HR and Facilities updates) that were given at the LM meetings could now be done at the CSAC meetings. This may bring more Classified Staff to our meeting. She expressed the need to have Classified Staff informed on happenings, especially in HR with all of the personnel system changes that will be coming in the future so we can provide feedback. It was approved to include these portions of their meetings and updates as monthly agenda items.

**Elections:**

Joe announced he will no longer be Acting Chair of the CSAC. Liz nominated Ruth Pearson as Chair and Mary Goral as Co-Chair for the remainder of this term (April 2012). They both accepted the positions! The following positions will remain the same: Amy – Treasurer, Tina – Secretary, and Paul – Webmaster.

**Going Green Sub Committee:**

It was determined there probably wasn’t a need for this committee since there is now a Sustainability Committee.

**Website News:**

Paul Wikgren will continue to be in charge of the website updates. The BLOG has not been updated recently for lack of news. A comment was made that even though we hadn’t been meeting for the last few months and there was talk of going on hiatus, that should have been communicated to Classified Staff so everyone knew what was happening. Paul talked about possibly doing parts of the past newsletter as BLOG submissions. Paul will talk to Betsy to see if there are any rules on what can and can’t be put in the BLOG. Committee members can submit items for review and Paul will post. We will also include a link to the BLOG in each month’s minutes and we will talk more about this at the next meeting. [http://blog.uwgb.edu/classified/](http://blog.uwgb.edu/classified/)

**Professional Development Funds:**

Nothing new. Same amount still available. Information about professional development and the funds request form can be found here: [http://blog.uwgb.edu/classified/professional-development/](http://blog.uwgb.edu/classified/professional-development/)

**Fall Conference:**

Our speaker from the fall conference has contacted Liz and expressed interest again in presenting. Joe will look for a list of topics from a past survey that was sent out. Liz will bring ideas to the next meeting for a speaker. It was also brought up that we are already behind on conference planning from this time last year. Specifically we need to get working on soliciting donations for prizes. Teri will get the list from Micky to see what kind of shape it’s in. She will consider helping with that process if she can find 2-3 others to help.
**Additional Items:**

Shorewood Fundraiser brought in $222 this summer.

Our Agency Account was transferred from the Bursar’s Office to the UW Foundation. This means instead of being able to get e check cut in 1 day it will take approx. a week.

**Next Meeting:**

No Meeting time was set – Ruth will let us know.

Meeting adjourned at 3:15.

Minutes were approved at the meeting on 2-16-12.