University of Wisconsin-Green Bay  
Classified Staff Advisory Council  
Draft Meeting Minutes  
Thursday, August 16, 2012  
10 – 11am, MAC 201  
Action Items in GREEN

Attendance

CSAC Members: Ruth Pearson, Mary Goral, Amy Ibuaka, Tina Tackmier, Kevin Boerschinger, Monika Pynaker, Amanda Wildenberg, Becky Ouradnik (Liaison to the Chancellor’s Office) and Sousie Lee (Liaison to Human Resources)

Absent: Al Cartwright, Liz Hessler, Mark Roe, Jim Sams and Paul Wikgren

Guests: Charmaine Robaidek and Joe Schoenebeck

The meeting was called to order at 10:00 AM by Ruth Pearson.

Approve Minutes:

Minutes were approved. Amanda motioned to approve and Kevin seconded.

Announcements:

Joe gave an update on the new University Personnel System after he attended a meeting in Steven’s Point. Below are a few areas that are still being discussed...nothing will be final until sometime in Feb. 2013.

- Classified Staff Exempt could have the option to switch to Academic Staff. HR would work with each person to discuss the options to see if the move is right for them or if they should stay Classified Staff Exempt. If the choice is made to stay as Classified Staff, in the future when the position is vacant, it would be re-classified to Academic Staff before the position is filled. It would be a 1 time...non-reversible switch.

- The push is still being made to get Academic Staff and Classified Staff on the same “cycle” meaning everyone is either on the same “fiscal year” calendar or “calendar year” calendar. Personal holidays could be combined with vacation instead of being 2 separate options. Academic staff could also be switched over to the bi-weekly pay schedule vs. monthly. Faculty could be given the choice to have their pay spread over 12 months instead of 9.

- They are also looking into having Merit Pay available to all employees, however, there would be no new money tied to this idea.

- For tradeworkers, the thought is nothing will change because of the competitive nature of their jobs between the state and private sector. Fear is that the UW System would lose a lot of the tradeworkers to private sector jobs.

- The full report should be available around Aug. 27th on their website: http://www.uwgb.edu/hr/ups/index.html. There will be another option for feedback sometime in September. The CSAC may have another brown bag meeting to review the report and submit recommendations. The report should be final sometime in February, when implementation will start. All recommendations WILL go into effect July 1, 2013.
Treasures Report:

<table>
<thead>
<tr>
<th>Account</th>
<th>Previous Month</th>
<th>Current Month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Development Account</td>
<td>$144.55</td>
<td>$3,425.00</td>
</tr>
<tr>
<td>Regular Account</td>
<td>$23,048.08</td>
<td>$23,048.48</td>
</tr>
<tr>
<td>Agency Account</td>
<td>$2,054.64</td>
<td>$2,054.30</td>
</tr>
<tr>
<td>Endowment Account</td>
<td>$9,610.73</td>
<td>$9,610.73</td>
</tr>
</tbody>
</table>

Professional Development Funds Update:

Still waiting to hear if we are getting funds from the Provost’s Office this year. Amy will follow up with the Provost’s Office on her previous inquiry.

Labor Management

A. Personnel Updates
   
   New Employees:
   
   No new employees to report since July minutes.

   Positions Waiting to be Filled:
   
   University Services Program Associate – Advancement – Posting Internal Soon
   Police Officer – Public Safety – Posting Internal
   Dean Assistant – Liberal Arts and Sciences – Scoring Exam Materials
   Facilities Maintenance Specialist Advanced – Facilities Management – Interviewing
   IS Resources Support Tech Senior – Information Services – Posting Cancelled
   University Services Associate 2 – Office of Grants and Research – Interviewing
   Police Officer – Public Safety – Interviewing
   Groundskeeper – Facilities Management – Interviewing

B. HR News

Benefits and Wellness Fair – Oct. 8 – 12:00-3:00pm, Phoenix Rooms

Fall Conference:

- Mary Goral is stepping down from the CSAC. Vicki Kersten has accepted the position to the committee.
- Provost’s message regarding the conference has been sent to Supervisors.
- LOG Announcement every week – Amanda will take care of this.
- Conference registrations are down – we will do a push to increase registrations. Joe will visit dept. with a flyer and Ruth will hang up in the Union.
- Email blast to past attendees and NWTC folks to boost registrations.
- Kevin will find someone to set up AV equipment and check out prices at Tundra to check out their equipment. Kevin will check with Jim Sams about being the ‘AV Guy’ and will get back to Ruth.
- Registration Table – Liz, Amy, Monika and Tina with Amanda as back up.
- CSAC has given $150 for decorations – glass fish bowls, floating candles and flowers. Will also be used as door prizes.
- Amanda is working on speaker appreciation gifts.
- Teri and Micky are working on donations – 20 items so far.
- Vickie is coordinating folders – does Liz have the bags?
- Kevin will check with speakers on AV needs.
- Session moderators – it was recommended that Liz moderate the Golf and Cooking sessions – other moderators will be discussed later.

Make sure all conference communication had current web address.

**Next Meeting: September 20, 2012, 10:00am – 11:00, TBD**

Meeting adjourned at 11:00 am.

Submitted by Tina Tackmier