Attendance

CSAC Members: Ruth Pearson, Amy Ibuaka, Tina Tackmier, Brenda Beck, Kevin Boerschinger, Liz Hessler, Vickie Kersten, Cheryl Pieper, Monika Pynaker, Paul Wikgren, Amanda Wildenberg and Christine Olson (Liaison to the Office of HR)

Absent: Al Cartwright, Becky Ouradnik (Liaison to the Chancellor’s Office)

Guests: Sandy Folsom, Jayne Kluge, Melissa Steeber, Bea Yang, Jan Snyder and Teri Ternes

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

Welcome:

Introductions were made.

Welcome to Melissa Steeber – new University Services Program Associate-Project in the Institute for Learning Partnership Office.

Approve Minutes:

July minutes were approved. Kevin motioned to approve and Brenda seconded.

Announcements:

None.

Treasurer’s Report:

<table>
<thead>
<tr>
<th>Account Type</th>
<th>Previous Month</th>
<th>Current Month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Development Account</td>
<td>$ 3,425.00</td>
<td>$ 1,005.00</td>
</tr>
<tr>
<td>Regular Account</td>
<td>$25,538.97</td>
<td>$34,946.84</td>
</tr>
<tr>
<td>Agency Account</td>
<td>$ 2,910.19</td>
<td>$ 2,779.10</td>
</tr>
<tr>
<td>Endowment Account</td>
<td>$ 9,610.73</td>
<td>$ 9,610.73</td>
</tr>
</tbody>
</table>

Professional Development Funds:

None.

Labor Management Report:

Personnel Updates:

New Employees:

University Services Program Associate-Project – Institute for Learning Partnership – Melissa Steeber replaced Lisa Salentine on 8/29/13
University Services Program Associate – TRiO & PreCollege – Christopher Pohlman replaced Kristen Sanders on 8/19/13
IS Business Automation Senior – Enrollment Services/Outreach – Barb Tomashek-Ditter replaced Ruth Weeks on 9/3/13
Security Officer 3 – Public Safety – Steven Nelsen replaced Paul Sajdak on 8/29/13
Financial Specialist 2 – Bursar – Sara Chaloupka replaced Penny Aguilar on 8/19/13
IS Systems Development Serv Senior – Web Services – Joseph Motacek replaced Andrew Buckman on 8/26/13
Custodian – Operations – Rick Weston replaced Curt Westman on 9/30/13
Financial Specialist 2 – Facilities Management – Melissa Huckabee replaced Patty Miller on 8/26/13

Positions Waiting to be Filled:

Police Officer – Public Safety – Interviewing to replace Joe Rozum (reallocated position)
University Services Program Associate – Residence Life – Developing posting to replace Melissa Huckabee
IS Technical Services Senior – CIT – Posted to replace Chris Gabrysek
Police Officer – Public Safety – Interviewing to replace Eric Meverden
University Services Associate 2 – Counseling and Health – Interviewing to replace Rebecca Van Hulle
IS Business Automation Senior – CIT – Posted to replace Erek Steliga
Human Resources Assistant – Human Resources – Rating responses to replace Sousie Lee
Financial Specialist 3 – Bursar – Interviewing to replace LuAnn Wickeham
Financial Specialist 2 – Bursar – Interviewing to replace Michelle Kozak

Business:

a. Fall Conference
   A registration update was given by Tina and Amanda. Media needs were figured out thanks to John McMillion in ATS. The conference is FULL and registration currently closed. A meeting will be scheduled closer to conference time to stuff folders, bags, etc. Any help and volunteers are welcome.

b. Bylaws
   Kevin and Jan presented on the ongoing by-laws discussion. We went over past by-laws meeting minutes and reviewed what we have and our effort to compare ours to somewhat mirror Faculty and Academic Staff. The goal is to try to keep it simple yet still inclusive of what we need. The Chancellor has approved us to proceed and Cliff Abbott is supportive as SOFAS. Once a draft of the by-laws is complete, it will be sent to CSAC for review.
   The timeline is to present to CSAC in Fall 2013, do edits in Spring 2014 with approval before summer 2014.

c. Committees (For the record)
   i. Classified Elective Committee
      a. Classified Staff Advisory Council
         Ruth Pearson, Chair, 2013-15
         Amy Ibuaka, Treasurer, 2013-15
         Tina Tackmier, Secretary, 2013-15
         Paul Wikgren, Website Manager, 2013-15
         Cheryl Pieper, 2013-15
         Brenda Beck, 2013-15
         Vickie Kersten, 2012-14
         Kevin Boerschinger, 2012-14
         Liz Hessler, 2012-14
ii. Provost Appointive Committee
   a. Committee on Disability Issues: Jayne Kluge, 2013-16

iii. Business and Finance Appointive Committee

iv. Chancellor Appointive Committee
   b. Planning and Budget Council: TBD
   c. Awards and Recognition: James Fonder 2013-14
   d. Committee on Workload and Compensation: Kevin Boerschinger, 2013-16

Next Meeting: Nov. 21, 2013, 10:00am – 11:00, Location TBD

Meeting adjourned approx. 11AM.

Submitted by Tina Tackmier