Meeting Minutes

Thursday, January 30, 2014
10 – 11am, 1965 Room, University Union

Action Items in GREEN

Attendance

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

**Absent:** Amy Ibuaka (excused) and Becky Ouradnik (Liaison to the Chancellor’s Office)

**Guests:** Sandy Folsom, George Berger, and Jan Snyder.

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

Welcome:

**Approve Minutes:**

November minutes were approved. Kevin motioned to approve and Amanda seconded.

Announcements:

a. Liz Hessler and Cynthia Estrup will represent Classified Staff on the Chancellor Search and Screen Committee. They are working on updating documents for the search to say “staff” to encompass Classified and Academic Staff.

b. A statewide video conference is being planned by Dr. Alan Crist, UW System, for information on the new role of classified staff. Ruth will pass along information as is becomes available. The CSAC will be invited.

c. Regent Tim Higgins will be on campus February 10. Kevin, Jan and Ruth will represent classified staff at a meeting with Regent Higgins.

d. On Monday, January 27, classified staff representatives met with Steve Leo of Storbeck Pimentel to identify characteristics desired in the next chancellor. The representatives were: Monika Pynaker, Kevin Boerschinger, Jan Snyder, Cheryl Pieper, Jayne Kluge, Amanda Wildenberg, Tina Tackmier.

e. On Wednesday, January 22, Amanda, Tina, Amy and Ruth met via web conference with the classified staff council from UW-Whitewater to discuss procedures for planning a fall conference.

Treasurer’s Report:

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Professional Development Funds:

No update.
Labor Management Report:

Personnel Updates:

New Employees:
University Services Associate 2 – Provost Office – Holly Keener replaced Erin Larson on 12/9/13
Financial Program Supervisor – Controller Office – Lisa Jackovich replaced SuAnn Detampel on 12/16/13
Custodian – Operations – Paul Koehne replaced Clint Arrowood on TBD
University Services Program Associate – Residence Life – Kelly Steffes replaced Melissa Huckabee on 1/6/14

Positions Waiting to be Filled:

Facilities Repair Worker Advanced – Residence Life – Offer extended to replace Mark Olcott
Custodian – Operations – Failed offer, checking references on 2nd candidate to replace Paul Koehne
Custodian Lead – Operations – Interviewing to replace Corby Guillett

Business:

a. Fall Conference
   Another call was put out to find a chair/co-chairs for the Fall 2014 Fall Conference. Anyone interested should contact Ruth Pearson. Soon the date and theme will need to be set.

b. Elections
   2014 elections will run as they have in the past. Once Classified Staff Bylaws are approved, a new election process will be set.

c. Bylaws
   Ruth sent out the draft of the Bylaws to all Classified Staff on January 23, 2014 for review. Kevin and Jan went over some of the questions that were received and a few that were brought up at the meeting. Some of the main questions were about the decrease in membership size of the CSAC. Upper administration advised us to reduce the size of the “Exec” committee and have smaller sub-committees. In the end, there will be an opportunity for more members of the classified staff to be involved than there currently are.

Who will the CSC Webmaster be? There was a discussion about this position and was suggested to maybe add it to the Interest Survey to see if anyone on campus has experience and would be interested. This person wouldn’t necessarily have to be a member of the CSC.

It was suggested that the responsibility of tracking how many meetings are attended or missed be added to the role of the Secretary.

CSAC voted and approved to increase professional development funds from $200-$300.

Jan read aloud all of the discussion points that were brought up and/or changed. Liz motioned to approve and Brenda seconded. CSAC voted and approved the changes.

Next steps are to send the Bylaws document back to Cliff Abbott, Dan Spielmann and Sheryl Van Gruensven for a 2nd review.

Adjourn

Next Meeting: February 27, 2014, 10:00am – 11:00, Location TBD

Meeting adjourned approx. 11AM.

Submitted by Tina Tackmier