University of Wisconsin-Green Bay
Classified Staff Advisory Council

APPROVED - Meeting Minutes
Thursday, June 12, 2014
10 – 11am, Heritage Room

Action Items in GREEN

Attendance

CSAC Members: Ruth Pearson, Amanda Wildenberg, Amy Ibuaka, Tina Tackmier, Kevin Boerschinger, Sandy Folsom, Liz Hessler, Cheryl Pieper, Monika Pynaker, Jan Snyder, and Christine Olson (Liaison to the Office of HR)

Absent: Becky Ouradnik (Liaison to the Chancellor’s Office), Paul Wikgren and Brenda Beck

Guests: Sheryl Van Gruensven

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

Welcome:

Introductions of all in attendance

Approve Minutes:

May minutes were approved, Kevin motioned to approve and Cheryl seconded.

Announcements:

Nothing new to report.

Treasurer’s Report:

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Professional Development Funds:

One outstanding request, waiting for paperwork.

Labor Management Report:

Personnel Updates:

None

New Employees:

Custodian- Operations – Tracy Shomsky hired to replaced Kevin Wargin on 5/6/2014

Positions Waiting to be Filled:
IS Systems Dev Services Senior – CIT – Barb Tomashek-Ditter replacement; First recruitment failed. Discussing next steps.
Univ. Services Program Assoc. – Inst. For Learning Partnership–screening applicants to replace Brittany Luedtke.
Library Services Asst-Advanced – University Archives – posted to replace Jean Wentz
IS Supervisor 1- Academic Technology Services- Working on development of an exam; restructured position in replacement of James Sams.
Police Officer – Public Safety – Position posted to replace Philip Watry
Custodial Services Supervisor – Operations – Position posted to replace Valerie Pero
Police Officer Emergency Management – Public Safety – Position posted to replace Karl Fleury
HVAC/Refrigeration Specialist – Res. Life – Waiting for exam results to replace Nicholas Phillips
Dean Assistant – Liberal Arts and Sciences – Posted to replace Donna Van Straten

Business:

Statewide Governance Conference, May 21-22, Madison
Ruth provided the summary that Jan typed up from the meeting in May. There are a lot of emails going around from the statewide group regarding the State University/Classified Staff Council Foundation. There will be a videoconference on June 20 to discuss future steps. They are going to strive to get 1 member for UWGB rep for future meetings to discuss future steps.

Resolution on Transparency (Resolved that Classified Staff Governance be engaged with budget discussions that affect staffing levels at all campuses) – this was a statement that was created at the Statewide Governance Conference and passed unanimously.

We have plans to invite the new Chancellor to a future CSAC meeting.

Fall Conference – Oct. 17 - Update
Planning is continuing. Sandy will send an announcement to the LOG with the conference schedule. Amy will send the schedule to past conference attendees and donation blurb to other UW schools. Schedule and bios are on website. Registration will open in August.

Bylaws

The bylaws are still waiting on approval from UW-System. Next steps are to organize a subcommittee to discuss next steps to market the change – name change, elections, etc. Jan created and submitted an excellent timeline that shows how things have evolved from day 1.

This was a discussion of the document prior to a vote by the CSAC. It was restated why the size of the committee was moving from 12-7 – upper administration recommended the smaller size. It was recommended to change Classified Staff to University Staff. At the present time, we can going to keep our professional development separate from Academic Staff, but we are still open on collaboration in programming and are option to re-addressing this in the future. Council votes today and then onto Chancellor Harden. Kevin motioned to vote and Liz seconded. The Bylaws passed by a unanimous vote.
Compensation Update

Christine Olson and Sheryl Van Gruensven provided the CSAC with a compensation plan update for IS Market Adjustments. There are criteria that will be used to allocate funds instead of distributing funds available across the board. After discussion, the CSAC voted on the criteria being used with the addition of years in industry/professional experience and passed with 1 member abstaining.

Miscellaneous

Sandy will work with Paul to discuss possible changes to the CSAC website.

Adjourn

Next Meeting: July 17, Location TBD
Meeting adjourned approx. 11:00 AM.
Submitted by Tina Tackmier