



UNIVERSITY of WISCONSIN  
**GREEN BAY**  
University Committee Meeting Minutes

Wednesday, September 30<sup>th</sup>, 2020 3:00 PM  
Microsoft Teams

Present: Devin Bickner (notetaker), Heidi Sherman, James Loebel, Alison Staudinger, Mark Klemp, Jon Shelton, Julie Wondergem (chair)

Guests: Kim Mezger, Holly Keener, Kate burns, Sherri Arendt, Sheryl Van Gruensven, Steve Meyer, Mary Kate Ontaneda

Call to order: 3:02

1. Approval of minutes – Unanimously approved minutes from the September 23<sup>rd</sup>, 2020.
2. Fall Update 2020 (K. Burns):
  - a. COVID:
    - i. Student testing has been doubled; residential students are now tested weekly instead of biweekly.
    - ii. HR will now anonymously notify people if employees in their area have contracted COVID.
    - iii. UW-Madison's 2-week online response to high COVID infection rate was effective, reducing the positivity rate from 12% to under 1%. GB does not have a threshold percentage or number of cases to trigger a similar response.
  - b. Scholarship Administration:
    - i. GB did not have an official policy before and wanted to have something to reference for new scholarship requirements from donors.
    - ii. Administration wants to focus more on need-based aid and encourage more donors to have need-based requirements.
    - iii. GB now has software in place to help with the scholarship selection process.
    - iv. Administration wants the UC to take the policy to faculty senate for discussion and revision.
  - c. Provost recommendation on committee meeting frequency – Document has been sent to UC, ASC, and USC to review and revise before being sent to committees.
  - d. Workload adjustment update:
    - i. IAS cannot receive teaching reassignments since any reduction in teaching load would be considered paid time off.
    - ii. EFMLA is still a possibility, but means unpaid leave, followed by a reduction in salary.
  - e. Faculty contract letters were not sent this year to reduce the amount of workload over the summer.
3. Discussion on Workload Adjustment Policy and Qualtrics Survey:
  - a. Survey sent out on Monday, September 28<sup>th</sup>. As of September 30<sup>th</sup>, 134 out of approximately 250 faculty and staff responded.



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- b. Responses to ranked questions have not been counted. Mary Kate Ontaneda offered to make the results look “pretty.”
- c. Initial reaction to written comments was striking. Many of the comments suggested overwhelming workloads, some related to caregiving. There was some dissatisfaction with wording of the questions, as well as the idea that caregivers should be treated differently than non-caregivers.
- d. UC will share results with administration, and possibly faculty and staff.
4. Discussion on the Statement for Scholarship Administration – Covered during K. Burns’ update.
5. Discussion of Grounds Management (S. Van Gruensven):
  - a. Sheryl Van Gruensven gave more details about the reasoning for privatizing the grounds crew, including high turnover, cost of repairing equipment, small staff, etc.
  - b. Cost savings would be roughly \$100,000 per year. Hoping to improve quality of work, increase safety, and reduce GB’s liability.
  - c. UW-Superior privatized grounds grew 4-5 years ago. GB has been following Superior’s results for several years.
  - d. No official changes have been made yet.
  - e. Several concerns were raised, including a concern for the staff who will be losing their jobs, a fear of over-privatization of more parts of the university, and unhappiness with the way communication about the change has been handled.
  - f. Union is considering action. Bob howe will be meeting with Paul Pinkston to discuss the situation.
6. Discussion on Senate representation from each Additional Location (S. Meyer 4:30):
  - a. SOFAS proposing two changes to the faculty handbook: to permanently add one representative from each of the three additional locations to Faculty Senate, chosen by their respective locations; and to permanently add one additional location representative to the UC, who will be selected from the three chosen to serve on Faculty Senate.
  - b. This is a change to the handbook, so will need to be taken to Faculty Senate.
  - c. UC supports the change. Some concerns about overburdening certain groups of faculty.
7. Discussion on the meeting frequency of shared governance committees:
  - a. SOFAS expanded on the list of suggestions to temporarily reduce the meeting frequency of several committees. Each committee was placed into one of four categories: critical that they continue to meet; need to meet at specific times; meet on an as-needed basis; suspend unless a need to meet arises.
  - b. Intention is to reduce workload related to service, and to ease concern over committees unnecessarily meeting merely to follow bylaws.
  - c. Provost will send final draft to committee chairs. CCN might need to be involved.
8. Liaison reports – Insufficient time.
9. Other – None.



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Adjourn: 5:05 pm

Respectfully submitted by Devin Bickner

APPROVED 10/7/2020