

University Staff Governance 2015-16 Wrap-up & Transition Meeting
May 26, 2016, 10:00 a.m.
University Union Room 103

- Welcome
- Review & approve April meeting minutes
- Any unfinished business from committees?
- Any news to share from HR?
- Whomever attended May UWS telepresence, any news to share?
- No action or response needed from USC regarding Faculty Senate's vote of no confidence.
- Jan will be meeting w/ Chancellor Miller regarding urban challenge vision and campus communications strategies per his request; will keep you updated.
- Suggestions for July agenda
- Suggestions for 2016-17 business
- Review 2016-17 membership and thank outgoing members
 - Theresa Mullen & Monika Pynaker leaving USC
 - Fred Kennerhed & Teri Ternes new to USC, Holly Keener & Amanda Wildenberg re-elected
 - Cheryl Pieper leaving Election Committee
 - Holly Keener new to Election Committee
 - Kevin Boerschinger, Kim Mezger, and Cheryl Pieper leaving Personnel Committee
 - Nathan Carlton, Jayne Kluge, & Helene Rosner new to Personnel Committee
 - Tina Tackmier leaving Professional Development Committee
 - Nathan Carlton & Kim Mezger new to Professional Development Committee, Teri Ternes re-elected
 - Awards & Recognition rep will be whomever receives University Staff Founders Award
- Discuss 2016-17 USC meeting schedule (stick w/ 3rd Thursday of each month, 10:00-11:30 a.m.?)
- Send USC meeting agenda requests to Jan at least one week prior to monthly meeting.
- Subcommittee members will be included on Outlook meeting invitations; welcome but not required to attend. Chair for each committee is asked to attend USC meetings or send an update to Jan via email.
- Each subcommittee will decide on their own meeting schedule. Chairs are responsible for:
 - Scheduling meetings and posting to online campus calendar as an open meeting (search for Master Calendar on website). If scheduling is done through EMS or University Reservations, this will be done automatically when "open meeting" is indicated.
 - Submitting electronic meeting minutes to the SOFAS as soon after the meeting as possible (Word document, no special format needed) with a cc to the USC Chair.
 - Submitting electronic end of year report to SOFAS.
- Break up into committees and discuss charges and meeting schedules:
 - USC will vote for vice chair and secretary; chair and treasurer positions continue 2015-17 terms.
 - Election, Personnel, & Professional Development Committees all vote for chairs
- Adjourn