University of Wisconsin – Eau Claire
University Staff Council Executive Committee (USCEC) Meeting
June 7, 2016

Members Present:
Susan Ayres, Jack Connell, Tanya Kenney, Anita Spahn

Guests:
Deb Lang

The regular meeting of the University Staff Council Executive Committee (USCEC) was called to order by Chair Spahn at 9:04 a.m. on Tuesday, June 7, 2016 in Old Library 1128.

1) Approval of the May 3, 2016 minutes of the University Staff Council Executive Committee minutes
   • Approved as distributed

2) Open Forum
   • Professional Development Day Concerns
     • Handout provided with updated vacancies and names that are on the ballot
     • Many of the positions do not have enough people on the ballot
     • Will look at filling vacancies again in the fall once everyone knows where they are located and what their jobs entail
     • The Bylaws Committee can look at reducing the Council Committee members since our numbers have been decreased across campus
     • Comment that the length of the terms should be shared in the call for nominations
     • The numbers for Professional Development Day are really low
     • The announcement did go out late but people are also in the middle of a move
     • Another reminder email can be sent
     • Some room changes might be made to the rooms or even to the classes offered based on the enrollment or lack thereof
     • The annual meeting is scheduled to start at 12:30 p.m.

3) Chair’s Report
   • The Chancellor did sign and approve the Bylaws motion but the Compensation motion was held for further review
   • There might be money available from the fringe benefits
   • Concerns mentioned in regards to salary ratings and evaluations

4) Unfinished Business
   • Personnel Committee
     • Met with David Miller about the university staff handbook and David agreed that it was a good idea to have it and that it should be linked on the HR website
     • The University Staff Council should review it so it should be on the next University Staff Council agenda
     • Also talked about the Title Change Policy
     • Thought that David Miller wanted to present it to the management team before it comes to the University Staff Council but Sue Ayres will verify that and let secretary Kenney know if it should go on the next University Staff Council agenda
   • Annual Meeting agenda for Wednesday
• Agenda items include nominations/closing of nominations and ratification on the amendment to the constitution as well as introduction of Sue Ayres as the new university staff representative to UW System
• Announcement that the ballots will be sent out via Qualtrics
• Announcement that the ratification document is on the University Staff Council website as a draft
  • Copies of the changes should be made available for the meeting
• Secretary Kenney to send out the meeting agenda to University Staff and submit a meeting notice

5) Bachelor’s Degree Requirement for Academic Positions
• Teresa O’Halloran stopped by and talked with Chair Spahn and had a concern that some university staff are going to academic staff and in the FASRP it states that a bachelor’s degree is required
• Teresa needs to talk with Katie Wilson (academic staff rep) and Geoff Peterson (faculty rep)
• David Miller talked with Katie Wilson last year but it was not apparently addressed
• Consensus that this is not our area to address

6) Announcements
• None

Without objection, meeting adjourned at 10:18 a.m.

Submitted by,

Tanya Kenney
Secretary to the University Staff Council Executive Committee