A regular meeting of the University Staff Council Executive Committee (USCEC) was called to order by Chair Spahn at 10:01 a.m. on Tuesday, October 4, 2016 in Old Library 1122.

1) Approval of the September 6, 2016 minutes of the University Staff Council Executive Committee minutes
   - Approved as amended
   - Those in attendance and the spelling of name was corrected

2) Open Forum
   - Website Errors
     - Meeting Notices
       - A-Z is not connected properly for Meeting Notices
         - The A-Z index is not accurate with all the changes
       - Jean Piper should be notified and if she is not the person to make the change then she will know who to direct you to
     - The University Staff Council Executive Committee time and location are wrong on our website as well
     - The Communications Committee could be keeping an eye on our University Staff website
       - They could add a link to the University Staff website that would bring you directly to the meeting notices and that would eliminate one potential error
     - University Staff Council members could be included in the Executive Committee agenda mailings

3) Chair’s Report
   - The Compensation Pay Plan Version 2 was approved
   - During a recent meeting with Chancellor Schmidt he handed out a 2020 Forward Plan booklet
   - October USC Meeting
   - Chancellor Schmidt will be attending our October USC meeting
     - UPC will present the 2020 Strategic Plan
   - System Rep’s Meeting
     - Shared what policies were approved as well as how we are looking at giving the money back from health and utilities savings
     - Other universities shared how they are giving money back
     - Green bay has a fall conference and registration is still open
     - They are also looking at emeritus status for university staff
     - Other campus updates were heard
       - They can be found in the minutes from that meeting
   - UW Stout completed and equity study and they are willing to share the results
   - UW La Crosse has a good performance evaluation so UW Stout is now using it
   - System Administration is developing a supervisor training program
   - Titling and compensation study
The RFP deadline was last Friday
David Miller is on the RFP Review team and that work will start soon but it will take a couple of years to complete titling and restructure
The goal is not to eliminate jobs
Ray Cross shared what he was looking at for the Biennial Budget Request
New traditional students (those over the age of 25)
There are more of them than the traditional students
Quality vs. efficiency was discussed
Sexual Violence and Harassment Taskforce
2 polices have been sent out for feedback and then System wants to make a template then the campuses can tweak it for their own campus
Once the minutes are emailed to Sue Ayres then she can share them
Teleconference meetings are yet to be scheduled
Is for sharing policies and to see where other campuses are at
Fair Labor Standards Act
HR has been busy with this as the vast majority of impacted employees will be going to hourly
Employees will be notified next week as it impacts the period for open enrollment
Estimated that 60-70 employees will be converted to hourly employees
The normal threshold is $913 a week
Teaching doesn’t have a minimum
For the Academic and Administrative exemption there is a threshold of just over $33,000
Basically looked to see if the position works overtime and if that can be managed
David Miller is working with division heads to look at the positions
Performance Reviews
Staff are concerned that their reviews haven’t been done and it could impact any merit compensation
Merit compensation hasn’t been determined yet
Chancellor Schmidt is trying to get everyone on a common annual review timeframe
The Merit Working Group is meeting next week but could be a problem for a January payout
Performance evaluations can be different from the one listed online
HR is working on reviewing some templates and then the Personnel Committee will look at them
Once reviewed the templates will also be available online
Departments can use their own template, if approved
Evaluation forms do not have to be consistent
EDI
Each department would have to work on goals and objectives most likely
Much is yet to be determined
Open Enrollment starts October 17th
The Benefits Fair is October 26th from 10-1 in the Ojibwe Ballroom

4) Unfinished Business
The Performance Management Policy has not been approved yet
Elections should be on the agenda for the next USC meeting
The agenda for the BOR’s is on the Blugold FYI
Anyone is welcome to go to the meetings unless they are in closed session and they will also be streamed

5) Announcements
The will be a conflict for our USCEC meeting on July 4th, 2017
The University Staff website should be current with membership but Sue Ayres will verify
• Deb Lang stated will be sending out a call for nominations

Without objection, meeting adjourned at 11:06 a.m.

Submitted by,

Tanya Kenney
Secretary to the University Staff Council Executive Committee