Classified Staff Council Meeting (CSC)
Minutes of August 9, 2011

Attendance:

Present: Bill Hoepner, Wanda Schulner, Deb Lang, Sue Ayres, Greg Falkenberg, Michele Olson, Faith Bogstad, Theresa Ebert, Shawn Seufer, Vickie Gardner

Absent: Franny Meyer-Briggs, Dan Gharrity, Jane Brownell, Donna Weber

Agenda Items:

- The meeting was called to order by Chair Bill Hoepner at 10:03 a.m.
- The group photo was taken.
- Chancellor Brian Levin-Stankevich joined the Council to review the bylaws as they were approved. He had questions about a few of the by-laws the way they were written. Discussion was held.
- The Council reviewed the minutes of the July 26 meeting.
  - Addition to the minutes would be to send any questions regarding Klemmer & Associates to Deb Lang who will then get in touch with Kathy Fairbanks, Vice President. There are also materials from Klemmer & Associates for the Council to review.
  - Minutes stand approved as corrected.
- Coordinator Reports
  - Wanda – as the Membership Nominating Coordinator – has been working with HR to obtain membership lists from other Classified Staff committees. Discussion was held. There really is only one other “active” committee on campus at this time (Professional Development Committee) and they are aware of this committee and what our goals are. Other committees are formed as needed. Perhaps to obtain more recognition the Chancellor will mention this group at the Academic Year Opening Breakfast and send out an email about it. As members are recruited, we might come up with some way for supervisors to know that the Chancellor feels this is an important committee and the time-commitment involved should be supported.
  - Wanda will make the wording changing to the by-laws that were agreed upon when meeting today with the Chancellor and update them on the CSC website.
  - Shawn has met with Penny Odell regarding the Classified Staff Council website and will work on updating this and having it ready to view by the time the Opening Breakfast occurs. If she decides she needs help she will ask for help from the Committee in a few days.
- Review of Agenda Item 5 from the first meeting. Discussion was held. At least two of these items have been addressed already (providing LTEs a living wage and enhanced new employee orientation). We also now will be able to provide a collective voice for the administration. We are planning to continue to explore options for professional development opportunities for classified staff.
- Discussion was held on the “Klemmer Training”. At this time we will review the books that were sent and perhaps encourage Continuing Education to consider having a full 3-day seminar available to those who are interested. We might encourage the Professional Development Committee to consider having a representative of the company deliver a Keynote Address at an upcoming conference. Further
discussion regarding this company will be held in 2-3 months, as the plans for upcoming Professional Development Events get underway. Deb will also check on the cost of the Keynote Speaker for future reference.

- Brief discussion was held about the budget that might be available for a Professional Development event. The Professional Development Committee will have to draw up a tentative budget to present to the Chancellor to see if there might be funding available.

- The next meeting of CSC will be at 10 AM on Tuesday, August 23. In September we will plan to meet again on the 13th and again the 27th. By that time we hope to be well organized and ready to move to monthly meetings.

- Meeting was adjourned at 11:35 p.m.

Respectfully submitted

Faith Bogstad,
Secretary for the Meeting