The regular meeting of the Classified Staff Council (CSC) was called to order by Chair Bill Hoepner at 10:04 am on September 27, 2011.

1. The minutes of the September 15, 2011 meeting of the CSC were approved as distributed.

2. Chair report –
Hoepner has met with the Chancellor to ask if he was still willing to send out some type of announcement of the creation of this Council. Chancellor Levin-Stankevich is very supportive and willing to do so. Lang and Olson have discussed this statement. Lang is meeting with M.J. Brukardt this afternoon to ask her to draft something for the Chancellor to send out. Lang will send this out for the Council’s review prior to giving it to the Chancellor.

Hoepner has also met with some CSC members and drafted a Classified Staff survey. This will be reviewed later in the meeting.

3. Reports –
• Vice-Chair – Ayres has nothing to report at this time.
• Events Coordinator – Lang is wondering how she should let the Professional Development Committee know she is a part of their committee. Discussion was held. Schulner will be getting in touch with various committees when it’s time for them to meet to let them know how we will be acting as liaisons.
• Communications Coordinator – Seuferer indicates that she heard a news article about the unions not being renewed in the State of Wisconsin. She will follow up to find out what exactly that means and how we might be affected and let us know.
• Treasurer – Ebert has nothing to report at this time.
• Secretary – Bogstad has nothing to report at this time.
• Membership Nominating Coordinator – Schulner is ready when the nominations come in.
• Employee Appreciation Coordinator – Olson has nothing to report at this time.

4. Business –
• Review of the proposal from Kim Way in the Foundations office of the draft to include Classified Staff/LTEs to be granted emeritus/emerita status upon retirement. Discussion held. It was decided that something needs to be added to the opening paragraph so that it is obvious that the Classified Staff/LTEs are now being included. Lang will talk to Way about how best to word this. The corrected copy was approved and seconded. The CSC has officially now approved of our first actual change in policy.
• The Classified Staff Survey was opened and reviewed. Discussion was held. A few changes have been made. Gardner and Bogstad will meet this week to make a few corrections and arrange the questions to a more finalized order. This will be sent to CSC members to review before sending out. An intro paragraph also needs to be added indicating that the survey should only take 5-10 minutes. A progress bar will be added also.

• The timing of the above business was discussed. It was agreed that the announcement from the Chancellor should be sent out first. Next a note from the CSC should follow that should go to Deans/Directors/Department Chairs and Classified Staff announcing our plans to survey all Classified Staff. Soon after, the survey should be sent out to all classified staff asking for input so we also have a sense of what needs are most important. Drafts of these items should be ready to go by Friday for review, and then have them sent out over the following week or so.

5. Announcements –
  • Falkenberg had a question about the expectation from the Chancellor that Classified Staff might have some input on Search & Screen Committees when it comes to hiring administrators. Discussion was held. This is one thing that we need to work on, but slowly the change is being made to include us – but also to be full members of these committees without the expectation that we are just there to take minutes.
  • There was a question on how we might be considering responding to Weber’s charge from our last meeting. We will discuss this further at our next meeting so we should begin gathering information and be ready to discuss it further.
  • Our next meeting is scheduled for Tuesday, October 11 in the Clearwater Room of Davies Center.

Meeting was adjourned at 11:05 a.m.

Respectfully submitted

Faith Bogstad
Secretary /CSC