Classified Staff Council Meeting (CSC)
Minutes of September 18, 2012

Attendance:


Agenda Items:

Listening Session for all Classified Staff:
- A classified staff member joined us with questions to include – are all Classified Staff welcome to attend the meeting (answer, yes), and do they need to obtain “release time” to attend the meeting (answer, no). It is understood that all Classified Staff would be welcome at these meetings – with the exception of when we need to vote on something that might be confidential. Discussion was held. Supervisors might need to be reminded that staff should be able to attend. Perhaps Chancellor Bousquet could send a message to the supervisors to make them aware of this policy. Chair Ayres will draft an email to give to the Chancellor to clarify this.
- We were informed that there is a Facilities Management Safety Committee that deals with safety issues just within that department. We are encouraged to consider creating a university-wide safety committee. Discussion was held. There had been one in the past, headed by John Baltes office. Lang will check to see if Baltes would consider coming up with a class or workshop for the Professional Development Event for the classified staff.
- Another classified staff participant had questions about the eform that has been created for purchase requisition, and is concerned about how long it takes for the form to load, and how long each question on the form takes to populate. Discussion was held. Gardner, Gharrity and Schulner will meet to discuss the issues that eforms have generated and Gharrity will take it back to a committee in LTS that addresses these concerns.

Regular Classified Staff Council Meeting began at 10:23 AM.

- Minutes of the August 14, 2012 meeting were approved as distributed.

- D. Weber addressed the UPS updates.
  - The implementation of this system is still set for July 1, 2013. Copies of the draft of the Proposed Implementation Decisions by Decision Category (found on the HR website) were distributed and reviewed.
  - There will not be “classified” or “unclassified” staff anymore, although these will still be employment categories. For most people, benefits for permanent employees should not change.
  - New hires may not be able to get “permanent” status, contracts will need to be renewed annually or bi-annually. Details have not been worked out yet.
  - Many of the policies and procedures have yet to be created.
  - Other issues and questions regarding benefits, guidelines and rules have not yet been resolved completely.
Movement between UW System institutions and other State agencies has not been worked out at this time.

Weber will be hosting university-wide information sessions soon. She will also bring us any further updates hopefully next month.

Discussion held.

**Officer and Coordinator Reports**

- Employee Appreciation Coordinator Olson indicates that to date, no one has been nominated for the Employee Appreciation Award and has encouraged us to consider nominating someone so that the word starts to get out that this is available.

- Communications Coordinator Seuferer indicates that the Web Development Committee has been updating the Classified Staff website, putting our agendas and meeting minutes out there for review as well as creating the nomination button for the Appreciation Award, updating the spotlight pages, etc.

- Discussion was held about the posters that Seuferer and Meyer-Briggs have been working on to remind the campus about the Classified Staff Council. The posters will be sent to Lang who will get them printed early in October and distribute them through campus mail or bring them to us at the next meeting.

- Professional Development Coordinator Lang has been trying to find a place to host the Professional Development Events in January, however Davies Center is completely booked. Discussion was held about holding this at other times. It was decided that she will attempt to find a different facility (such as the Fine Arts Building) during that Winterim time.

- Treasurer/Funding Coordinator Gardner has meet with her committee, however the chair of the committee is longer with the university, therefore everything is on hold until another committee member is elected.

- Nominating Committee Coordinator Schulner has the ballots for the replacement candidates for the Funding Committee. These were distributed, and votes cast. Debbie Peterson from Career Service was elected to the committee. Schulner will contact both of the candidates.

**Discussion**

- Chancellor Search and Screen – we were asked to give input regarding desirable attributes of a new Chancellor for UWEC. Schulner reviewed many of the attributes that were mentioned by Kevin Reilly – UW System President – as well as parts of the position description that has been drafted to date. Discussion was held. Characteristics that were mentioned by Reilly are all good ones. If anyone has input they should contact Schulner or Frankenberg within the next couple of weeks.

- Our next meeting is up in the Facilities Management building. After that Ayres will attempt to find a room in HSS or the Library for November and December’s meetings.

**Meeting was adjourned at 11:37 AM.**

Respectfully Submitted

*Faith Bogstad*

*Secretary for the Meeting*