Classified Staff Council

June 10, 2014

Present: Jay Dobson, Jodi Baglien-Sparkes, Bill Hoepner, Greg Falkenberg, Shelley Mather, Anita Spahn, Faith Bogstad, David Miller

Absent: Susan Ayres, Vickie Gardner, Dan Gharrity, Debra Lang, Wanda Schulner, Jan Schrader

Guest: Duane VanDressar

Call to order: 12:31

Open Forum:

Approval of May Minutes: Motion to approve Mather, Spahn 2nd:  Motion carried

Administrator remarks: Miller reported UW System HR Directors are meeting in Madison at the end of June to address administrative policies in UPS, Grievance, hiring, compensation, and lay-off.

LTE Audit update: System internal audit is doing an audit of LTE appointment acknowledgements: Making sure LTE staff members are aware of their rights. System auditors have asked appointing authorities if there are any comments on current LTE practices and if there are things they would like to see changed regarding LTE’s in the new UPS. The current draft response is no change in the process at this time. Van is drafting the response and will get feedback from David Miller before it goes out. No feedback is being solicited from other campus constituencies. In response to a question, VanDressar reported there is no reclassification process for LTE’s but they can take a second job if the need exists. Currently, the response is “no change is necessary”. This is an oversight policy but we have the local flexibility to make changes for campus. Miller and VanDressar reported everything is up for review in UPS. How we respond to this inquiry does not necessarily mean that we will not have flexibility to make changes to best serve LTE’s on our campus. Each time an LTE appointment renews, they will be sent an acknowledgement form to sign that they are aware of their rights.

Chair report: Falkenberg met with the chancellor and attended chancellor’s retreat. Spoke with the chancellor on leadership training idea for classified staff on campus. Reported he attended training on the 7 Habits of Highly effective people. The course may be expanded to a broader audience.

Madison workshop: Classified Staff Council members from across the UW system attended a meeting in Madison in May. Schulner, Dobson and Gharrity attended from UW Eau Claire. Dobson reported the attendees broke into 2 groups and discussed a variety of topics that are working effectively on some campuses and items that are not working as well. Discussed possibility of a newsletter, website etc. Discussed LTE participation and the inability for LTE’s to attend classified staff council meetings. Consistency with compensation, including DMC’s and DERA’s and feelings of favoritism were discussed (this is anecdotal). Chancellor Wells from UW Oshkosh reported in 2001 gave a directive to a group of individuals to develop U-Plan with classified staff and other governing bodies on campus, including
students, in order to align ideas and resources. Some other councils do not have LTE’s eligible to serve on their councils. Dobson noted that some campuses reported grounds crew, custodians and other members at some campuses received “at risk” letters but the CSC from those schools were not aware the letters were coming. There is a private entity contracted by the state to do a partial or full audit of schools. They indicated they could contract out custodial services for less money. Acceptance of the shared governance principle varied across institutions in the administrative offices. A resolution was passed to establish a regular meeting of all the UW institutions that want to participate. This may be face to face periodically as well as via ITV or other electronic means. The idea is to share ideas and maximize resources where possible.

**Executive Committee report:** Mather reported that Schulner and Gharrity attended the Madison meeting and reported that a resolution was passed that classified staff have representation at budget discussions which affect staffing. Also reported on the shared systems meetings. Discussed ad-hoc membership on committees. This is where a person from a campus group, such as custodial services, may have 3 or 4 people who fill one spot on the CSC. The person could then report back to their group on what is happening on the Council, as a way to get that group more engaged. It would provide groups who work alternate shifts more opportunity for participation.

Mather invited attendees to submit retreat agenda items. She will solicit topics from the group via email as well.

Discussed how Classified Staff participate in search committees and that participation on committees for positions up to the dean level seem to be consistently an informational process. For dean and higher, the CSC submits names. It was agreed that if we submit a name, and the person is not selected, we would follow up to find out why the submitted name was not chosen.

Meeting adjourned at 1:20

Respectfully submitted by S. Mather