

Approximately 45 university staff employees present.

1:02p.m. Chair Denise Ehren called the meeting to order.

Julia Rowehl motioned to approve the September 27, 2017 minutes, Tom Stanek seconded the motion, unanimously approved.

Chair Report:

UW-W Committee Representation:

Strategic Planning and Budget Committee

- Progress is being made on campus strategic goals and initiatives.
- A detailed dashboard to report on progress is in the works, watch for it online at <http://www.uww.edu/strategic-plan>
- Minutes and presentation materials from all SPBC meetings are also available on the website.

Strategic Enrollment Council:

- Formed to look at enrollment policies and programs
- Short and long term goals will be identified.
- Works groups being formed, some are existing committees and will be given an additional charge related to enrollment.

Academic Plan:

- Approved last week at Faculty Senate.
- University Program Array Review Committee (UPARC) formed to review the college's program arrays and to make recommendations.
- The committee will also be used to help inform our enrollment goals.
- New Student Success Committee will also work on this charge.

Restructuring Team:

- Listening sessions held on campus to gather questions people may have regarding the merge. There are a lot of questions that have not yet been answered.
- Top priorities are being identified and groups started working on possibilities.
- We are currently waiting on HLC for accreditation acknowledgement before we can proceed. That announcement will come at the end of June.

UW-System Joint Representatives Meeting:

- They are focusing on the Restructuring plan and on the Title and Total Compensation Study.

HR Presentation on Title and Total Compensation:

- Connie Putland, Assistant Director of HR presented on current status of the study.
- They are still in the planning stage.
- UWW is working on creating a website for on campus updates.
- Connie gave an overview of the plan and the progress thus far.
- Job Families have been created along with levels and descriptors.

Vice Chair Report:

Landscape and Planning Committee:

- Committee is run by Faculty Senate and the purpose of the committee is to provide advice to campus on landscaping and campus planning.
- Discussing location of food truck.

SPBC:

- Looking for a representative on this committee from USC.

Sustainability Committee:

- Looking at sustainability performance and strategic planning.

Food Pantry:

- Opening soon in White Hall
- Hope to provide a stop-gap for student food needs
- Partnering with Feeding America
- If you would like to volunteer or to get more information please email [foodpantry@uww.edu](mailto:foodpantry@uww.edu)

Transportation and Logistics Team:

- Current discussions involve a bike share program with stationless bikes, Amazon locker on campus and campus regional shuttle.

Treasurer's Report:

- Treasurer Report was given by Donna Bare on current balances; \$1393.62 foundation and \$2446.70 for GPR.

Each current standing committee (Elections, Bylaws, Employee Recognition, Outreach, Grant and Fundraising, and Programming) gave an update.

Grant/Fundraising Committee:

- No update.

Programming/Outreach:

- These committees have merged, please join us!

Elections:

- Timeline shared for Spring 2018 elections.
- Structure changes for representation also shared with members.
- Please nominate university staff to serve on the council.
- Executive board elections will be held at the June meeting and new executive board will start in July.
- Wes Enterline and Kim Apel will not be running as they will be moving to academic staff. Denise thanked both of them for all their work on the council.

#### Employee Recognition:

- Dinner is set for May 9<sup>th</sup> at 4:30 p.m. in the Hamilton Center.
- Tickets will be \$15 each.
- University Staff nominated for the University Staff Excellence Award were:
  - o Amanda Aegerter, Tricia Borchardt, Heather Dawson, Rebecca Knapp, Edward Kos, Jennie Milski, Kirsten Mortimer, Julie Ridgeman, Cyndee Sentieri, Lori Trimble, Eileen Troemel, and Marianne Wolc
- Winners of the University Staff Excellence Award are Tricia Borchardt and Edward Kos.

#### Bylaws Committee:

- Denise reported on changes to our bylaws.
  - o Merge of Programming and Outreach
  - o Change of Quorum to 6 members
  - o Executive Board election in June
  - o New representative structure.
    - 12 members
    - Administrative Affairs – 2
    - Student Affairs – 2
    - Academic Affairs – 2
    - Rock County – 1
    - At large - 3

#### Policy Committee:

- UW-W Policies under review/discussion:
  - o Performance Management - complete
  - o Telecommuting – there is a UW-System policy, committee is looking at it to see if we need a local version
  - o Emeritus Policy
- All Policies can be found on the HR website: [www.uww.edu/adminaffairs/hr](http://www.uww.edu/adminaffairs/hr)
- Please contact [usc@uww.edu](mailto:usc@uww.edu) if you are interested in joining the committee.

#### Personnel Review Committee:

- Meets rarely, only for appeal process for disciplinary reasons.
- We are always looking for members of this non-active committee.

Campus Committees:

Sesquicentennial Committee:

- Deronica Goldsmith reported on the upcoming events and campaigns.
- Please see list of upcoming events and initiatives on [www.uww.edu/150](http://www.uww.edu/150)

University Events	
Commemorative Book	Spring 2018
Alma Mater (including lyric contest)	Spring 2018 – October 20, debut
Gala	April 21, 2018
Summer Concert Series	Summer 2018
Golf Outing	September 13, 2018
Regents Meeting	Spring 2019
Ongoing	
Fundraising Campaign	Spring 2017 – Spring 2019
Website	Winter 2018 – Spring 2019
Community Engagement	Spring 2018 – Spring 2019
Community Service Challenge	January 2018 – April 2019
Merchandise – bookstore, etc.	
Campus Events Organized by Others	
Willie’s Birthday	May 3, 2018
Homecoming	October 20, 2018
Family Fest	October 6, 2018
Diversity Forum	Fall 2018
Letters and Sciences Lecture Series	2018-2019 Academic year
Warhawk Run/Strut	
Welcome Week	September 2018

Website Comment:

- None at this time.

Other Business:

Campus Service Opportunities:

- If you are looking for opportunities please email Wes and he will connect you with an opportunity.

Request from a member to see if there is a way to have an opt out feature for emails requesting donations from campus sources.

- If the request comes from the Alumni foundation you can request that your name be removed.
- Council will look into other options

Pay Plan:

- 2% and 2% pay plan – both are based on current pay, not on percentage added to adjusted salary after first 2% increase.

Announcements

- Council Meetings are the first Thursday of every month at 9:30 a.m.
- Please leave us a comment or email at [usc@uww.edu](mailto:usc@uww.edu) if you have an item you would like us to address
- Next USC General Meeting – Fall 2018 or as needed

2:17p.m. the meeting was adjourned on a motion by CynDee Sentieri, seconded by Julia Rowehl.

Respectfully Submitted,

Karen Brueggeman, Secretary  
University Staff Council