

UNIVERSITY STAFF COUNCIL (USC) | MEETING MINUTES
Thursday, April 7, 2022 | 9:00 A.M.
WEBEX | LT4012

MISSION STATEMENT

The mission of the University of Wisconsin-Whitewater University Staff Council (USC) is to promote a positive environment for all university staff employees and encourage active participation in the University decision-making process. The USC is dedicated to promoting professional development and ongoing educational opportunities as well as serving as a channel of respectful communication among all university staff employees, and between university staff employees and the broader University community. The USC serves in an advisory role to the Chancellor and University administration. The USC represents all university staff permanent, temporary, and project appointment employees of the University.

ATTENDANCE

Present:

Tanja Anderson, Karen Brueggeman, Jenny Clauer, Katrisa Hilliard, Gretchen Kinney,
 Jacqui Palcic, Julia Rowehl; CynDee Sentieri,

All USC Members are expected to attend meetings in person, except those that will need to travel

Additional Attendees:

Tracy Hawkins, Faculty Senate Representative, Christine Hoover, Academic Staff Assembly Representative

Absent: Abby Dunkleberger; Rori Eilenfeldt; Kim Duesing

Guests: None

Quorum Present: Yes

WELCOME

The University Staff Council Meeting (USC) was called to order at 09:01 AM

MINUTES APPROVAL:

The approval for the March 03, 2022 meeting minutes will be postponed until the next meeting in May to allow committee members enough time to review.

CHAIR REPORT | Jacqui Palcic

- Chancellor Henderson resignation and survey discussed. Appreciation to Jacqui and Tracy for follow-up letters sent out to staff
- Faculty Senate letter has been received
- Joint Governance Meeting held on March 25th, 2022.
 - o Discussed implementing a monthly shared governance collaboration meeting in lieu of the quarterly meetings beginning April 1st, 2022
 - Discussed current campus issues
 - Campus unification
 - Department titling
 - Website / website updates



- New Governance leaders onboarding

TREASURER REPORT | Kim Duesing

General 102 Account: \$ 1773.00

Foundations Account: \$ 1092.29

CHANCELLOR LIAISON REPORT | Rori Eilenfeldt

- HR department is short staffed
 - Abby Dunkleberger is now on maternity leave
 - Amy is now retired
- Jacqui will present grievances received within the past year next Cabinet meeting
 - i.e. exit interviews
 - please provide Jacqui with any grievances you would like to have addressed
- Parking Resolution
 - Discussion completed with Jeff Arnold
 - No parking fee increases at this time
 - Discussed employees hired after January 1st being required to pay parking fees out of pocket, up front because they were unable to request a payroll deduction due to hire date. This will also be discussed at the next cabinet meeting

HUMAN RESOURCES LIAISON REPORT | Abby Dunkleberger

*not in attendance

GOVERNANCE GROUP(S) UPDATE(S):

- a. Faculty Senate | Tracy Hawkins / Gretchen Kinney
 - Supervisor and department chair feedback passed
 - Resolution(s) to be presented at next Faculty Senate Meeting
 - Thanking Jim Henderson for his term as Chancellor
 - Political Interference in the UW System as a response to Jim Henderson's resignation
 - Considering a joint resolution with USC/all UW schools
 - Upward Evaluation
 - Mandatory training possibility discussed
- b. Academic Staff Assembly | Christine Hoover**
 - Personnel Rules updates in progress
 - Bylaws updates in progress
 - Jim Henderson appreciation resolution draft review
 - John Chenoweth as interim Chancellor resolution in draft
- c. Whitewater Student Government | Gretchen Kinney**
 - Uniform university email format discussed

CAMPUS COMMITTEE(S) UPDATES *(upload committee updates a minimum of 24 hours prior to meeting to correct date folder at T:\University Staff Council\USC Council Meeting Information*

- a. Essential Learning and Assessment Review Committee (ELARC) | Rori Eilenfeldt**
- b. Inclusive Excellence | Julia Rowehl
 - Next meeting scheduled for April 12th



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- c. Landscape and Planning | Kim Duesing**
 - d. Parking Committee| CynDee Sentieri
 - o No response received regarding status of committee
 - e. Rec. Sports Advisory Committee | Kim Duesing**
 - f. Strategic Enrollment Planning Committee | Miguel Aranda / Nicole Caine**
 - g. Strategic Planning & Budget Committee (SPBC) | Jacqui Palcic / Julia Rowehl**
 - h. Student Success Committee | Gretchen Kinney**
 - i. Student COVID Vaccine Task Force | Arin Diederich**
 - j. Sustainability Committee | CynDee Sentieri**
 - k. Titling Committee | Karen Brueggeman / Jacqui Palcic**
 - l. University Center Board | Cyndee Sentieri**
 - m. University Program Array Review Committee (UPARC) | Jacqui Palcic**
 - n. UWW-Rock update(s) | Tanja Anderson**
 - o. University Technology Committee | Karen Brueggeman**

** Nothing to report at this time

SUBCOMMITTEE REPORTS

- a. By-laws **
- b. Employee Recognition
 - o 27 nominees this year with 75 nomination letters. Jacqui has requesting three (3) winners this year instead of two (2). Chancellor has agreed to provide \$1000 to support the Retiree Dinner
 - o Winners will receive free dinner and \$100 reward
 - o Cost of dinner has been reduced to \$10 per attendee instead of \$20

Employee Recognition, additional awardee approval motion: Jacqui Palcic requested a motion to award a total of three (3) awardees for the 2022 Employee Recognition

- First Motion: Gretchen Kinney
- Second Motion: Cyndee Sentieri

No objection to the request were made. Employee Recognition increase approval motion passed unanimously

Awardees:

- Elizabeth Lamb | Administrative Assistant III | Languages & Literatures
- Ann Dudzek | Business Manager | Health & Counseling Services
- Paul Walton | Power Plan Superintendent | Facilities Planning & Management

Employee Recognition awardee motion. Jacqui Palcic requested a motion to present the Employee recognition awards to Elizabeth Lamb, Ann Dudzek, and Paul Walton.

- First Motion: Karen Brueggeman
- Second Motion: Julia Rowehl

No objection to the request were made to the requested awardees. Employee Recognition nominee motion passed unanimously.

Addition discussion commenced regarding additional categories for staff nominations for 2023. Awardees and nominees shall receive their letters the week of April 11th, 2022. An email invitation for the dinner will also be sent out to include a request to send cash or checks to Jacqui or Gretchen.

Requesting USC members to also pay \$10 for attendance to the dinner.

- c. Elections **
 - o Five (5) positions are coming to the end of their term:
 - Kim, Jenny, Gretchen, Cyndee, and Julia
 - Wes Enterline has expressed interest in being part of the committee
 - o Nominations are in April, Vote in May, nominee attends June meeting to accept or decline, term begin in July
- d. Grant/Fundraising **
- e. Programming/Outreach **

*** Nothing to report at this time*

OTHER BUSINESS:

Supervisor Feedback Resolution

- Resolution was sent to committee members on April 6th, 2022 for review
- Original proposal was denied
- All governance groups have reviewed current version
- Members have requested Director level 360 evaluations

Supervisor Feedback Recognition motion: Jacqui Palcic requested a motion to approve the Supervisor Feedback Resolution

- First Motion: Gretchen Kinney
- Second Motion: Julia Rowehl

Wording that UWW Rock County's process may differ due to reporting structure will be added to the resolution. No objection to the request were made. Supervisor Feedback Recognition motion passes unanimously.

Email Change Resolution

Email Change Resolution motion: Jacqui Palcic requested a motion to approve the Email Change Resolution

- First Motion: Karen Brueggeman
- Second Motion: Julia Rowehl

No objection to the request were made. Email Change Resolution motion passes unanimously

NEXT MEETING

Date: Thursday, May 5, 2022

Time: 9AM – 11AM

Respectfully submitted,

Katrisa Hilliard | USC Secretary
Executive Assistant II | Dean of Students office
Monday, May 2, 2022
