

**UNIVERSITY STAFF COUNCIL (USC) | MEETING MINUTES**  
**Thursday, May 5, 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,  Kim Duesing;  Katrisa Hilliard,
- Gretchen Kinney,  Jacqui Palcic,  Julia Rowehl

*\*\*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;  CynDee Sentieri

Guests:

None

Quorum Present: Yes

**WELCOME**

The University Staff Council Meeting (USC) was called to order at 9:03 AM

**MINUTES APPROVAL:**

Meeting minutes approval motion: Jacqui Palcic requested a motion to *approve the March 3, 2022 Meeting Minutes*

- First Motion: Gretchen Kinney
- Second Motion: Kim Duesing

No changes to the meeting minutes were requested. Meeting minutes passed unanimously



---

Meeting minutes approval motion: Jacqui Palcic requested a motion to *approve the April 7, 2022 Meeting Minutes*

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

No changes to the meeting minutes were requested. Meeting minutes passed unanimously

### **RESOLUTION APPROVALS** | Jacqui Palcic

- 2022-003\_Mandatory Supervisor Training DRAFT  
2022-003\_Mandatory Supervisor Training Resolution approval motion: Jacqui Palcic requested a motion to *approve the Mandatory Supervisor Training Resolution*
  - First Motion: Gretchen Kinney
  - Second Motion: Tanya Anderson

Definition of supervisor and training expectation to the Mandatory Supervisor Training Resolution were requested to be added to the policy. Resolution passed unanimously

- 2022-004\_Appreciation Jim Henderson DRAFT  
2022-004\_Appreciation Jim Henderson Resolution approval motion: Jacqui Palcic requested a motion to *approve the Appreciation Jim Henderson Resolution*
  - First Motion: Julia Rowehl
  - Second Motion: Gretchen Kinney

No changes to the Mandatory Supervisor Training Resolution were requested. Resolution passed with five (5) aye and two (2) nay

- 2022-005\_Support John Chenoweth DRAFT  
2022-005\_Support John Chenoweth Resolution approval motion: Jacqui Palcic requested a motion to *approve the 2022-005\_Support John Chenoweth Resolution*
  - First Motion: Julia Rowehl
  - Second Motion: Gretchen Kinney

No changes to the Support John Chenoweth Resolution were requested. Resolution passed unanimously

- 2022-006\_Support Robin Fox DRAFT  
2022-006\_Support Robin Fox Resolution approval motion: Jacqui Palcic requested a motion to *approve the Support Robin Fox Resolution*
  - First Motion: Gretchen Kinney
  - Second Motion: Jenny Clauer

No changes to the 2022-006\_Support Robin Fox Resolution were requested. Resolution passed unanimously

---



- 
- 2022-007\_Political Interference UWS DRAFT  
2022-007\_Political Interference UWS Resolution approval motion: Jacqui Palcic requested a motion to *approve the* Political Interference UWS Resolution
    - First Motion: Gretchen Kinney
    - Second Motion: Karen Brueggeman

No changes to the 2022-007\_Political Interference UWS Resolution were requested. Resolution passed unanimously

### **CHAIR REPORT** | Jacqui Palcic

Nomination acceptance is due Friday 05.06.2022

- Six (6) open positions
- Five (5) accepted
- One (1) self-nomination

Elections will be held through 05.26.22. Invitation to attend the 06.02.22 meeting will be extended to the approved candidates

### Parking Resolution

- Jeff Arnold is expecting to meet with Chief Kiederlen. Will discuss details at the next governance meeting. Expects to have an answer after the meeting adjourns.

### Tuition Reimbursement Resolution

- Approved by Cabinet
- Concerns were addressed
- Expects fall implementation, will know more after the last Wednesday in May

### Supervisor Resolution

- Approved by Cabinet

### Summer Remote Work

- ADAs does not currently have the option to work from home during the summer
- Possibly a pilot co-op program being tested with the approval of a supervisor
- Please notify Jacqui Palcic if you have any concerns regarding remote work you would like to have addressed

### Retirement Dinner

- 58 attendees have confirmed attendance
- Four (4) retirees with two (2) speakers each will present during the dinner
- Three (3) staff awards will be provided

### **TREASURER REPORT** | Kim Duesing

General 102 Account: \$ 1653.10

- Reflects purchase of refreshments for the Spring 2022 USC Governance Meeting
-



---

Foundations Account: \$ 1092.29

- Upcoming charge: Overtime pay for Jacqui Palcic assistance during the Jim Henderson resignation.

**CHANCELLOR LIAISON REPORT** | Rori Eilenfeldt

\*\* Not in attendance | *Nothing to report at this time*

**HUMAN RESOURCES LIAISON REPORT** | Abby Dunkleberger

\*\* Not in attendance | *Nothing to report at this time*

**GOVERNANCE GROUP(S) UPDATE(S):**

- Faculty Senate | Tracy Hawkins / Gretchen Kinney
  - 2021-2022 year is now complete
  - Tracy Hawkins has been elected to chair the Faculty Senate group for 2022-2023
- Academic Staff Assembly | Christine Hoover
  - 05.11.2022 is the final meeting for the year. Planning to wrap up, review accomplishments, prepare for upcoming year and will also host a newly elected member meet and greet
  - Christine Hoover has been elected chair for 2022-2023 beginning 07.01.2022
  - Personnel Rules Resolution passed. Last update was noted in 1992
- Whitewater Student Government | Gretchen Kinney
  - Reviewed approximately 20 resolutions to include sporting teams, services, nominations for WSG executive board and hate/bias reporting resolution

**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*)

- Essential Learning and Assessment Review Committee (ELARC) | Rori Eilenfeldt\*\*
- Inclusive Excellence | Julia Rowehl\*\*
- Landscape and Planning | Kim Duesing\*\*
- Parking Committee | CynDee Sentieri\*\*
- Rec. Sports Advisory Committee | Kim Duesing\*\*
- Strategic Enrollment Planning Committee | Miguel Aranda / Nicole Caine\*\*
- Strategic Planning & Budget Committee (SPBC) | Jacqui Palcic / Julia Rowehl
  - 09.19.2022 is the next scheduled meeting
  - Diane Bowman was mentioned as a contact for a draft of the strategic plan
- Student Success Committee | Gretchen Kinney\*\*
- Student COVID Vaccine Task Force | Arin Diederich\*\*
- Sustainability Committee | CynDee Sentieri\*\*
- Titling Committee | Karen Brueggeman / Jacqui Palcic\*\*
- University Center Board | Cyndee Sentieri\*\*
- University Program Array Review Committee (UPARC) | Jacqui Palcic\*\*
- UWW-Rock update(s) | Tanja Anderson\*\*
- University Technology Committee | Karen Brueggeman\*\*

\*\* *Nothing to report at this time*

---

---

**SUBCOMMITTEE REPORTS**

- a. By-laws \*\*
- b. Employee Recognition\*\*
- c. Elections \*\*
- d. Grant/Fundraising \*\*
- e. Programming/Outreach \*\*

\*\* Nothing to report at this time

**OTHER BUSINESS:**

## Community Engagement Center

- NUVO coffee – sell and roast their own coffee beans
- Grand opening showcase scheduled for 06.23.2020 05:30 PM – 7:30 PM
- New Community Member Expo scheduled for 05.16.2022 | area Chamber of Commerce

## FP&amp;M Appreciation Luncheon

- Details will be available at next meeting
- Will use leftover funding from Employee Appreciation Dinner
- Jenny Clauer will develop the schedule for each group (i.e. housing, FP&M, etc.)
- Kim Brueggeman will coordinate the luncheon for her building
- Tanya Anderson will coordinate luncheon for Rock County Campus. Will submit an expense report to Jacqui Palcic

## Additional Discussion

- Remove *Student COVID Vaccine Task Force* from the agenda. Committee ends 05.13.2022

**NEXT MEETING****Date:** Thursday, June 2, 2022**Time:** 9AM – 11AM

---

**Respectfully submitted,**

Katrisa Hilliard | USC Secretary  
University Executive Staff Assistant | Dean of Students office  
Thursday, May 19, 2022

---