

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

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**MISSION STATEMENT**

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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.

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**ATTENDANCE**

Present:

Karen Brueggeman,  Katrisa Hilliard,  Gretchen Kinney,  Jacqui Palcic,  Pedro Aranda,  Jill Gerber

*\*\*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:

Tanja Anderson,  Jenny Clauer,  Wesley Enterline,  Julia Rowehl

Guests:

Quorum Present: Yes

**WELCOME**

The University Staff Council Meeting (USC) was called to order at 9:04am.

**MINUTES APPROVAL:**

Meeting minutes approval motion: Jacqui Palcic requested a motion to *approve the June 2, 2022 Meeting Minutes*

- First Motion: Gretchen Kinney
- Second Motion: Pedro Aranda

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

**EXECUTIVE BOARD ELECTIONS**

Council held executive board elections and they are as follows:

Chair: Jacqui Palcic

Vice Chair: Gretchen Kinney

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Treasurer: Julia Rowehl  
Secretary: Pedro Aranda

**CHAIR REPORT** | Jacqui Palcic

Tuition Reimbursement:

- Will be housed in provost office. Info will be sent out soon. Fall 22 will start
- You pay upfront

New Vice Chancellor of Administrative Affairs

- Brenda Jones, Starts August 22<sup>nd</sup>.

USC Employee Retirement and Recognition Dinner Expenses:

- Expenses: \$1581, Money received for event totals \$1370 (includes Chancellor contribution of \$1000 and payment for general attendees), net total cost to USC is \$211

UW-System President Event:

- He is engaged and wants to do better
- Topics included:
  - Mental Health, High School credits and enrollment attractiveness
  - Treating Employees better
  - Building UW-System for the future
  - Lowering student debt
  - 3 year bachelor degree
  - Inclusive classrooms

New Executive Board Duties:

- Council discussed new executive board duties. Jacqui motioned to approve new duties, Gretchen seconded the motion. Motion approved unanimously.

**TREASURER REPORT** | Jacqui Palcic

Year end, no report

**CHANCELLOR LIAISON REPORT** | Rori Eilenfeldt

\*\* Not in attendance | *Nothing to report at this time – Will remove from Agenda, no longer needed as chair is invited to cabinet meetings.*

**HUMAN RESOURCES LIAISON REPORT** | Abby Dunkleberger

\*\* Not in attendance | *Nothing to report at this time – Will remove from Agenda, no longer necessary*

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

- a. Faculty Senate | Tracy Hawkins / Gretchen Kinney\*\*
    - On hiatus for summer
  - b. Academic Staff Assembly | Christine Hoover\*\*
    - On hiatus for summer
  - c. Whitewater Student Government | Gretchen Kinney\*\*
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**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\*\*
- c. Landscape and Planning | \*\*
- d. Parking Committee| CynDee Sentieri\*\*
- e. Rec. Sports Advisory Committee | \*\*
- 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. Sustainability Committee | CynDee Sentieri\*\*
- j. Titling Committee | Karen Brueggeman / Jacqui Palcic\*\*
- k. University Center Board | Cyndee Sentieri\*\*
- l. University Program Array Review Committee (UPARC) | Jacqui Palcic\*\*
- m. UWW-Rock update(s) | Tanja Anderson\*\*
- n. University Technology Committee | Karen Brueggeman\*\*

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

**SUBCOMMITTEE REPORTS**

- a. By-laws \*\*
- b. Employee Recognition\*\*
- c. Elections \*\*
  - Chair: Jacqui Palcic
  - Vice Chair: Gretchen Kinney
  - Secretary: Pedro Aranda
  - Treasure: Julia Rowehl
- d. Grant/Fundraising \*\*
- e. Programming/Outreach \*\*

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

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**OTHER BUSINESS:**

LTC Project

- Survey in Meeting folder
- Asked for feedback, what is helpful for them to provide?

**Ideas for next meeting:**

- Think of goals to discuss at August meeting, Jacqui will put a spreadsheet on the T:Drive for council members to add ideas. No idea is a bad one, please suggest some.
- Updating Website
- Updating By-laws
- Strategic Planning
- Exit Interviews
- Professional Development to attend the Green Bay Conference, all University staff

**NEXT MEETING**

**Date:** Thursday, August 4, 2022

**Time:** 9AM – 11AM

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**Respectfully submitted,**

Karen Brueggeman

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