

Minutes  
University Staff Council  
Thursday, December 3, 2020; 9:30 a.m.  
WebEx

Jacqui Palcic, chair, called the meeting to order at 9:31 a.m.

Present: Mary Alkons, Tanja Anderson, Karen Brueggeman, Jenny Clauer, Kim Duesing, Jacqui Palcic, Julia Rowehl, CynDee Sentieri, Abby Dunkleburger, Victoria Johnson, Gretchen Kinney

Mike Gorman, Academic Staff Rep, Bakhtear Talukdar, Faculty Senate Rep.

Absent: Kari Heidenreich, Amy Sexton, Jean Sickels,

Quorum Present: Yes

Karen motioned to approve the November 5, 2020 council minutes; approve with fixing 1 correction.

CynDee seconded the motion, approved unanimously.

**Update from Chair report:**

- Fall General meeting had 122 attendees
- The meeting was recorded

**Update from Cabinet and Leadership:**

- Been focused on the Budget
  - o Various presentations have come from cabinet
    - BOC is regarding the unbudgeted funds, 540 thousand dollars PDP being eliminated from the Budget. This is extra not counted through colleges.
    - Eliminated for FY21 & FY22
- Unbudgeted student employee fund
  - o Unbudgeted Student employee fund is not going to be available anymore; each department will have to deal with it in their budget.
- Maintenance program, Taryn Carothers has brought some proposals.
  - o Gone through the maintenance projects and have prioritized.
  - o New schedule for maintenance estimate cost savings about 500k a year.
- Budget website is up to date:
  - o Recommendations are on there that come in
  - o Current status is of that recommendation and how its being handled
  - o Dollar amounts that is being saved
- BOC is talking about:
  - o Combining positions on campus
  - o Subcommittee is meeting on this for a plan on consolidating positions.
- College of Letters and Sciences have a subcommittee on a plan for combining of positions and job sharing.

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**Treasurer Report:**

- Foundations: \$1,092.29
- General Account: \$1,735.47
- Karen motioned to approve the report; Julia seconded the motion, approved unanimously.

**Chancellor Liaison Report (Kari):**

- No Report

**Human Resources Liaison Report:**

- New date for all employees will be paid bi-weekly effective **July 18, 2021** based on feedback. The July 2021 implementation date provides additional time for communication, employee education, and preparation to help ease the transition to the new pay schedule and also occurs in a month with three biweekly pay periods. Detailed information will continue to be sent.
- Please submit E-Rehires & COS for the next semester if you haven't already
- Provost & Athletic Director positions have been posted
- Unconscious Bias Training is now online and the training can be taken anytime. This is mandatory for all Search & Screen Members.
- Additional HR Updates – Newsletter will be sent in mid-December.

**Campus Committees:**

- SPBC(Julia): No Update
- UW System Rep Meeting:
  - o Meeting Dec. 6, 2020
  - o Statewide all representatives

**CECC (Julia):** No Update

**Inclusive Excellence (Julia):**

- No update

**Enrollment Strategy & Evaluation (Julia):**

- No update

**Audit, Risk, Compliance and Ethics (Mary):**

- Quarterly meeting this week
- Ventilation Report on all buildings on both campuses
- Immigration
- Home ergonomics

**ELARC (Kim):**

- Meeting Dec. 11, 2020

**Sustainability Committee (Mary):**

- no update

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**Transportation and Logistics: Team (Wes/Kim):**

- Meeting Nov. 30, 2020
- Facilities did a fall safety walk for observations and repairs. Wells Halls and Memory Garden need more lighting. This will use up the majority of their budget.
- -Sent a modification snow removal and plowing plan over to Lisa Miller, parking department. The Health Center will be a top priority for them to remove the snow before staff arrives to work. They are trying not to have a lot of overtime because of the budget situation. Therefore, some lots will not get plowed before staff arrive.
- The shuttle is shut down until spring semester.

**Landscape & Planning (Kim):**

- No updates

**Student Success (Lisa Roth):**

- No updates

**Rec. Sports Advisory Committee (Kim):**

- Matt Schneider, is now the chair of the committee
- Planning for something for the spring semester

**UW-W Rock County Updates:**

- Safety committee did the nightly walk for dark areas
- Steering committee is reduced, not meeting as frequently
- Start an Admin council committee group, needs to get voted

**UC Board (CynDee):**

- Meeting Dec. 6 ,2020

**Parking Committee (CynDee):**

- Chief is in the process of coordinating a meeting

**University Technology Committee (Karen):**

- Meeting was Nov. 19, 2020
- Talked about LPC, they are there to help instructors
- Focusing on Admin rights removal for instructional staff
- Office 2019 we will be getting
- Adobe Flash Player is no longer going to be updating

**POGG (Jacqui):**

- UPARC didn't want anything from POGG
- No updates from POGG until they get called back into action

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**UPARC (Mary):**

- Combined in Faculty Senates updates
- Struggles with how big the task feels because how do you, do it when they are so different.
- Discussion if this is too much for a department to do before March

**USARC (Karen):**

- Meeting the week of Dec. 7, 2020

**PIAT (Tanja):**

- PIAT has under gone some structural changes
  - Advisory team meets Bi monthly
  - Works together as a work group team
  - Meets Biweekly

**Faculty Senate:** (Mary/Bakhtear Talukdar)

- Looking at the Budget so they don't have to make the cuts in this way
  - Don't need to cut programs
  - Don't need to loose things, just based on Budget
  - Cabinet views it a different way
  - Faculty Senate proposed that UPARC, gathers information's from Academic programs and Departments. Strengths and financial analysis.
  - All will try their best to preserve the University and keep it sustainability. Without destroying the structure of the university.

**Academic Staff Assembly** (Michael Gorman/Sue Morris):

- How to handle general education courses
  - Between UW-W Rock county classes and classes on the UW-Whitewater Campus
- Jedi program on the main campus
  - Duplication of courses
- Budget concerns are the same as ours

**Search Committee:**

- Athletic Director
- Provost

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**Subcommittee Reports**

Grant/Fundraising – No updates

Programming/Outreach – No updates

Employee Recognition – No updates

Elections: - Complete, will hold elections for next year in the spring

By-laws: - No updates

Personnel Review Committee: List of staff willing to sit in on grievance procedures.

**Other Business:**

- Meeting in January at 9:30am
- Rewrite the grievance committee
  - o Start a subcommittee in January
    - Jenny Clauer
    - CynDee
- Tuition Plan
  - o Employees can take a (**A credit Course**) for free, cannot be full has to have room in it. Would like to implement something like this on campus.
- Names for Impartial hearing for grievances
  - o Email Jacqui if you want to be on this list

**Website Comments:**

None

Karen motioned to adjourn the meeting, Mary seconded the motion, meeting adjourned at 10:39am

Respectfully submitted,  
Jenny Clauer