

University Staff Council (USC) - minutes
Tuesday, May 8, 2018 --- 2:00-3:00pm
UW-La Crosse, Graff Main Hall Room 325

- Call to Order – 2:00 pm
- Roll Call
 - Attendees: Domingo Carrion, Mary Grattan, Brandon Harris, Ingrid Iverson, Susanne Koehler, Ben Kolpitcke, Devyn Marazes, John Pieper, Megan Stauffacher, Kathy Thoen, Mandy Wagner
 - Absent: Jeremiah Collins
 - Guests: Madeline Holzem, Ann Bever, Kathy Accola, Becky Yoshizumi, Enilda Delgado, Christa Kiersch, Kate Parker, Deanna Wachter, Karen DeSchepper, Dana Schaitel, Michelle Edge
- Approval of Minutes
 - April Minutes, Mary/John/Approved
- Treasurer's Report
 - 102 account – \$18,359.60
 - Expenses: \$144.42 for catering at USC showcase in the U; \$5,260.00 for USC professional development grant awards
 - 136 account – \$4,463.90
 - Expenses: \$119.81 for Devyn's travel to UW System shared governance meeting
 - Revenue: \$80.00 EventBrite deposit for CPR training (will be transferred to Police Service)
 - SFO account - \$1,392.38 (no change)
 - John/Kathy/Approved
- Human Resources Update
 - Madeline shared that there will title and total comp presentations in the next couple of weeks. The presentations will be to governance groups first to get feedback and then will be opened up to open forums. Kathy shared an update about performance management through the PeopleAdmin software. It will improve the performance evaluation process for supervisors and employees. University staff and academic staff will use it first.
- Committee Reports
 - Committee On Committees – no update
 - Bylaws – no update
 - Program/Grants/Fundraising/PR
 - Karen shared another update about the showcase event at the union and that there will be another showcase in the REC in the fall. We are hoping to get back into rotary lights for a fundraiser. Because Herberger's is closing we are losing that as a funding source.
 - University Staff Excellence Award
 - Excellence award recipient (CLOSED SESSION—saved for last)
 - Ann shared that when the recipient is shared with the council, it needs to be kept confidential because the recipient does not know.
 - UW System Shared Governance Updates
 - Devyn shared some updates from the most recent shared governance meeting. Again, much of the session was about the UW Colleges restructuring. The Universities impacted

are making decisions about how the colleges will be named. No title and total comp update. There was discussion at the meeting about making it easier for students to apply at multiple UW institutions at the same time. There was also discussion at the meeting about community engagement and promoting the involvement that university staff have with the community.

- Elections Committee
 - Ann shared the elections results.
 - Administrative support, 6 nominees, 2 open seats, Kimberly Schultz-Schliebe and Becky Yoshizumi were elected
 - Professional services, 4 nominees, 2 open seats, Brandon Harris and David Pohnl were elected
 - Facilities and Maintenance, 1 nominee, 1 seat, Simon Lee was elected
 - At large, 2 nominees, 1 seat, Tom Fell was elected
 - Ann encourages those who were not elected to stay involved by joining committees.
 - Motion to approve elections results Susanne/Mandy/Approved
 - Request for Brandon to share the breakdown of numbers for the elections results. Brandon will follow up via email.
 - The voting for next year's officers will be next meeting.
- Joint Committee Representation Reports
 - Academic Initiatives Differential Allocation (AIDAC)
 - Brandon shared a list that breaks out how AIDAC has divided its funding into the various funding requests it's received. The list was attached to the agenda.
 - Joint Planning and Budget (JPB)
 - The update will come later when Enilda shares her strategic plan update.
 - Legislative and Regents (JLR) – no update
 - Multicultural Affairs (JMAC)
 - Brandon will share text with me
 - Parking – no update
 - Textbook –no update
 - Environmental Sustainability
 - John discussed the mini-grant process and the dollar limit for those grants being increased. Example of a recently requested mini-grant, bicycle powered generators for charging cell phones that students can check out. Ann asked for an update about the bees in Wittich field and the flags that were placed in the field. John shared that there are also swarms by Murphy. The bees don't sting and it is a unique species of bees.
- Old Business
 - University staff council budget – Bob Hetzel committed funding of \$7000 to University Staff Council beginning in FY21 after we've spent down the current funds.
 - UWL's minimum hourly wage for University Staff will increase again in FY19 to bring the lowest paid University Staff to \$14.03/hour
- New Business
 - Christa Kiersch - Employee Engagement Survey - Investing in Our People - Survey sent Mar 1
 - Christa shared an overview of the survey results. The overview is attached to the meeting's agenda. The purpose of the survey was to get a sense of the current level of engagement and to see what UWL can do to improve it. The drivers of engagement that stand out as opportunities for UWL to improve as an employer are: fairness in communication and decision making, supporting employee well-being and work life balance, and opportunities for professional growth and advancement. The next steps are meeting with Kim Vogt and Bob Hetzel to decide on actions that can be taken to improve engagement.

- Mary asked what sense Christa got from the Chancellor's cabinet about the results, especially the fair decision making piece. Christa shared that it was an overall positive reaction.
- Enilda Delgado/Kate Parker - Sustaining Excellence update
 - Enilda shared an update about where the strategic plan is at, there will also be an email sent at the end of the semester with a more detailed update. For the investing in our people pillar, the employee engagement survey will make a big impact on the changes we look to make. Also, HR has created a website for services for employees as a part of the investing in our people pillar. For the community engagement pillar, the new position for that pillar was approved by JPB to centralize our community engagement efforts. The search will be an internal search. For the equity and diversity pillar we have equity liaisons in instructional and non-instructional departments on campus. For the transformational education pillar, there was a change in the general education requirement for the first time in many years. Outcomes based funding will also help this pillar, the Provost has added a director for student success position in the Provost's office. Kate Parker will now take over as the Special Assistant to the Provost for Strategic Planning.
- **GET ENGAGED:**
 - CPR Training dates: May 8 @ 4:30PM
 - Brandon shared that this is the last scheduled training date for the semester. He will check with Dave to see if the program will be continued in the summer.
 - Becky shared that employee enrichment day is July 18. Michael Kiefer will be the keynote speaker.
- Motion to go into closed session as provided in section 19.85(1)(c) of Wisconsin statutes at 2:48 pm
 - Mary/Ingrid/Approved
- University staff excellence award recipient was announced. The awardee will be kept confidential.
 - Motion to approve the awardee that was selected by the committee. Mary/Kathy/approved.
 - Discussion about the difficulty in choosing the awardee, about ordering the plaque for the recipient (Ben will do this), and about when the Chancellor will present the award.
 - The \$800 professional development award and the spending for the plaque are implied and do not require additional approval.
- Adjourn—2:53 pm