

University Staff Council (USC) – Minutes

December 10, 2019 – 2:00-3:00 p.m.

UW-La Crosse, Graff Main Hall Room 325

Call to Order – 2:02 p.m.

Roll Call

Council Member in attendance: Tom Fell, Karen DeSchepper, Becky Yoshizumi, Domingo Carrion, Nouchi Lor, Neng Lee, Michelle Edge, Britney Heineman, Kimberly Schliebe,

Absent: Justin Bolstad, Brandon Harris, Ben Kolpitcke, Dave Pohnl

Guests: Susanne Koehler, John Acardo, Jenna Winter

Approval of Minutes – Council approved Minutes

Treasurer’s Report – Council approved Treasurer’s Report (With date change)

HR Update – John Acardo. John will be meeting with USC every other month.

Pay Plan status - UW Systems sent notification this morning that there is no update and no schedule to meet. Multiple individuals, 37 to be exact, need to complete 2019 training sessions to qualify for future Pay Plan increases. Last fiscal year completions are eligible for this Pay Plan increase. The timing of when the training sessions are sent to staff by HR was questioned. Training sessions are usually distributed at the beginning of the semester but in 2019 there was a delay due to Diversity and Inclusion. UW Systems will be taking over all training notices.

TTC – Systems continues to review and quality test all Titles. HR received mapped information in October to review. The next phase is to inform Supervisors and proceed with notifying employees. Supervisors will be trained in January and February to better serve and answer questions for all employees. Training will explain the rubric and methodology that was used to map Titles. HR is still anticipating completion in March, or that is the hope. The appeal process will work very similar to a grievance process. The employee will first meet with their Supervisor and move forward accordingly. All UW Institutions are moving at their own pace with TTC. The Compensation portion of TTC was questioned and John reminded USC that it has been stated that the employees pay will not be affected by their new Title. John recognizes the impact TTC has on employees. The impact is significant and he knows this.

Response time – HR response time is 24 – 48 hours preferably. If a resolution of a request is taking longer, HR staff is to touch base weekly to the lines of communication open. Zen Desk vs contacting HR directly, what should we be doing? John’s response was to use either Zen Desk or contact the HR department directly, whichever method you are more comfortable with. Interventions are being put in place in HR to help with response time, which is improving, but they are not there yet. Zen Desk is used internally in HR.

Committee Reports

Bylaws – No update

Committee on Committees – No update

Elections Committee – No update

Program/Grants/Fundraising/PR – In the midst of Rotary Lights season, stop at Rotary Lights and see the USC tree.

Grant Subcommittee – No update

University Staff Excellence Award – Award nominations open January 2, 2020. Committee met December 5th. Vendor and event time will remain the same this year for the US Excellence Breakfast. The committee will need volunteers for Breakfast set up.

UW Systems Shared Governance Update – Next meeting is December 13, 2019.

Joint Committee Representation Reports

Academic Initiatives Differential Allocation (AIDAC) – Budget requests are being presented.

Environmental Sustainability – Met on November 22. The committee rated all of the large green fund grants high priority, medium priority or low priority and submitted them to SUFAC for approval. All of the grants submitted to SUFAC were approved and a resolution was sent to the Senate. The grants will be presented to the Senate who will then make the decision as to which grants will be funded. JCES will be rating the small green fund grants next then follow the same process.

Joint Planning and Budget (JPB) – Budget 101 took place on November 20th. Enilda was appointed the JPB representative for the UWL Long-Term Enrollment Taskforce.

Legislative and Regents (JLR) – No update

Multicultural Affairs (JMAC) – No update

Parking – No update

Free Speech Promotion Committee – Working on Spring event. Committee met last Friday to share ideas and will meet again this Friday.

Textbook – No update

Old Business –

Budget 101 – Presented to JPB November 20th. USC's presentation canceled.

CPR Workshop update – Thank you Nouchi and Neng for translating.

New Business –

JPB request for Task Force – The Task Force was approved by Chancellor Gow. The committee consists of Enilda Delgado, Bob Hetzel, Corey Sjoquist, Barbara Stewart, Sita Agterberg, TJ Brooks and Natalie Solverson.

Excellence Breakfast – Volunteers needed.

Joys and Concerns – FYI: Set up “Out of Office” email and voicemail. Good practice to get in the habit of.

Joy: Members are glad we are talking to John Acardo regarding HR’s response time.

Concern: Student Payroll. HR has passed to UW Systems.

Thank you: Susanne is retiring. Thank you for all you have done for UWL.

Adjourn – 2:57 p.m.