

## **University Staff Council (USC) – Minutes**

May 14, 2019 – 2:00-3:00 p.m.

UW-La Crosse, Graff Main Hall Room 325

**Call to Order** – 2:00 p.m.

### **Roll Call**

Council Member in attendance: Kimberly Schliebe, Karen DeSchepper, Becky Yoshizumi, Domingo Carrion, Tom Fell, Nouchi Lor, Brandon Harris, Ingrid Iverson, Dave Pohnl, Neng Lee, Jeremiah Collins

Absent: Ben Kolpitke

Guests: Dana Schaitel, Susanne Koehler, Christa Kiersch, Mary Grattan, Deanna Wachter, Britney Heineman, Ann Bever

### **Approval of Minutes**

No changes or discussion. Council approved meeting minutes.

Mary had a question about the agenda

### **Treasurer's Report**

Reviewed report. Kim asked Brandon about the two reimbursements listed in the 136 account as the deposits were created from a past note from Brandon. Kim will connect with Kelly from Business Services for more information on the Event Brite deposits.

No changes. Council approved Treasurer's Report

### **Human Resources Update**

John Acardo shared the HR update time with Christa Kiersch. Becky introduced Christa who presented information on The Employee Engagement Action Team (EEAT). EEAT was developed this semester as an independent and related group to the Investing in our People pillar. They reviewed results from the Employee Engagement Survey and are establishing processes and partnerships to provide a strong foundation for continuous employee support in many areas. The partnership between EEAT and HR has strengthened. Both John and Christa are pleased with progress. HR is conducting an internal search for two newly developed HR Partner Positions. Both positions will assist with on boarding, orientations, employee training and development as well as providing general support to the assigned divisions. There will be a Crucial Conversations training seminar in June. Additional training program information will be coming in early summer. ETF provided grant money to institutions for training and development. UWL has been awarded a grant in which funds will be used for and onsite speaker to provide training and development. Christa went on to share that we need a stronger

foundation over and above a onetime training. We need a long-term investment in our people. There is a new calendar feed on the HR website for professional development. Employees can be tagged for professional development events. This is a great way for employees to learn and become aware of opportunities available on campus. Becky asked if other events on campus would be listed here as well. Anyone can list activities on this calendar, which will be monitored by John as requests are submitted. This is a small first step to facilitate a common site to make employees aware of such events. The HR partners will help develop and expand this site to share information on as they meet with individual departments. There have been many requests for share point and excel training. EEAT is collaborating with Campus Climate and Continuing Education as well to better serve employees. Dayna asked if the training opportunities being mentioned would be offered during employee lunch breaks or during paid time throughout the day. John advised that training pertaining to your position should be on paid time with supervisor approval. Other classes and training not pertaining to your position should be on your own time. Be Well is a wellness wheel developed several years ago that EEAT is using it as a spring board for employee well being and development notices. EEAT will be meeting next week to get the site live. The site will include wellness resources in financial, outdoor connection and personal training, music and theater, and the Stay Well portal. This site will be the on line home for all of these opportunities to be shared with campus. Local discounts available at area business may also be included on this site but there are some legal barriers. Wellness and health advocacy will be updated and live next week. It all starts with our employees that is why EEAT is working on an ultra-value statement for UWL to support supervisors and better facility and staff. Hopefully, there will be a new employee engagement survey this fall to obtain more information and move the program forward.

Becky shared that in Shared Governance there was a meeting last Thursday with Ray Cross and many schools want the same things we are currently discussing. We need to be grateful for what we have as some campuses do not even have what we do. What this team is going to do will only make our campus better. Determining what professional development versus what is training is a UW System wide question. This project will help answer that question as well. Becky offered our assistance with this program. Krista will email once the wellness link is live. Written updates will be shared. Thank you Christa!

## **Committee Reports**

**Committee on Committees** – No update

**Bylaws** – No update

**Program/Grants/Fundraising/PR** – The Spring Showcase in the CFA was a success! In all, almost 50 people attended some or all of it. The committee will soon discuss future planning and the possibility of changing it to one time per year with the event being held in April. Previously, the event had minimal attendance. The Fall Newsletter and involvement in 2019 Rotary Lights are being discussed.

**University Staff Excellence Award** – Had 16 nominations for the award. Usually, USC goes into closed session to announce the winner but this year the winner is on the Council. Ann announced that Becky Yoshumi is the winner of this year's University Staff Excellence Award.

Congratulations Becky!!! Becky will be recognized at the USC Breakfast in July. If anyone is interested in being on this committee, please consider joining, it is very rewarding. The USC Breakfast is July 18<sup>th</sup>, please put it on your calendar. Reminders will be sent. The committee will be meeting on Friday to continue working on the breakfast and will continue to assist HR with the breakfast and honor our university staff.

**UW Systems Shared Governance Update – Already shared.**

**Elections Committee** – Election results from Ann. Britney Heineman 52 votes, Mary Grattan 48 votes. Domingo 93 votes, unopposed. Michelle Edge 90 votes, unopposed. USC approved all new members. Becky discussed Devyn’s open position. All employees that ran for seats on USC in the appropriate categories were asked to serve and all declined. Becky will share the list of Professional employees that are eligible to serve and USC members can offer suggestions on who to ask.

### **Joint Committee Representation Reports**

**Academic Initiatives Differential Allocation (AIDAC)** – No USC representative.

**Joint Planning and Budget (JPB)** – Brandon shared. The Compensation plan was 1% Lump Sum was supported and will be funded with the fringe benefit refund. The dome was discussed with no questions. Voting rights within JPB was discussed but no action was taken. Faculty wanted to remove voting rights from Vice Chancellors. Deanna reviewed and added information regarding the 2% increase in the Governor’s budget proposal for January of 2020 and 2021.

**Legislative and Regents (JLR)** – No update

**Multicultural Affairs (JMAC)** – JMAC is working on reviewing the “Visiting Scholar/Artist of Color Program” name. SEC believes the name is out of date and needs to be updated.

**Parking** – The Parking Appeals committee has met three times this year and only meets on as needed basis. Not really much to report other than they have met.

**Textbook** – Committee voted to approve the proposed policy revision: · Current/Prior: Textbooks in the Rental Service must be used a minimum of three years. · Proposed/Approved: Textbooks in the Rental Service must be used a minimum of three years or three times, whichever is greater. (This information has already been changed on the Textbook rental website.) Dani Kallis, the student member, indicated there was a discussion in the Student Senate regarding textbook rental’s return policy and fines when a student drops a class. Students expressed their views the drop/add timeframe for books to be returned was too short, and fines were too high. The FAQ section of the Textbook rental site was updated to indicate/clarify the importance of the short return time and the reason for the fees when a textbook is not returned within 24 hours if a class is dropped within the first five days of the semester.

**Environmental Sustainability** – Friday April 26, 2019 - Most of discussion was on sustainability coordinator position. The proposal is moving through the system. Faculty senate has it now. Discussion involved position responsibilities, funding and full time/part time. UW Eau Claire – sustainability coordinator position is part of facilities. First push for sustainability coordinator

was in 2011. Discussion of Green Fund for LED lighting. Discussion of mini grant for 4,000 brochures, brochures to use recycled paper. Last meeting of academic year, May 10, 2019.

### **Old Business**

Academic Staff/University Staff Common Council discussions. No new news. Discussions will continue.

### **New Business**

Web/Facebook person on council. Would anyone be interested? No comments. Tom asked to table for further discussion.

Parking concern in lot C10. There are no open spots when employees return from lunch. Kim discussed with Victor and was informed that Parking has seen a spike in the use of Lot C10 pay station since the city parking change. They are working on a solution for next year. Employees are allowed to park in a different lot. Just please notify Parking Services as to where you are parked. C10 is sold out for next year.

USC Representatives for the Joint Committee on Free Speech will be Kimberly Schliebe and Ben Cornforth

### **Get Engaged**

Invitation to All UWL University Staff from UW-Green Bay University Staff Fall Conference 2019, Friday October 18, 2019, The Hyatt Regency, Green Bay. The registration fee is \$109.

Registration will open in August; there is no EARLY BIRD registration. Watch your emails for further details! Visit us at: <http://www.uwgb.edu/university-staff-governance/> Like us on FB at: UW - Green Bay University Staff Fall Conference

**Adjourn – 3:07 p.m.**