

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

**January 12, 2021 – 2:00-3:00 p.m.**

**UW-La Crosse, WebEx meeting**

**Call to Order – 2:01**

**Roll Call –**

Council Members in attendance: Becky Yoshizumi, Britney Heineman, Kimberly Schliebe, Justin Bolstad, Michelle Edge, Domingo Carrion, Dave Pohnl, Tom Fell, Karen DeSchepper, Neng Lee, Nouchi Lor, Terry Stika

Absent: Ben Kolpitcke

Guests: Jeanne Voss, Kathy Thoen, Mary Grattan, Pearl Bearhardt, Dee Auxier, Jenna Winter, McKayla Haldorson

**Approval of Minutes – Council approved minutes**

**Treasurer’s Report – Council approved TR**

**Committee Reports**

**Bylaws – No update**

**Committee on Committees – No update**

**Elections Committee – No update**

**Program/Grants/Fundraising Committee – Another successful Rotary Lights. Thank you volunteers. Spring newsletter planning has begun. Final copy should be ready and sent out the beginning of February. Spring Showcase details still pending.**

**Grant Subcommittee – Grant applications are now being accepted. The application deadline is February 1<sup>st</sup>.**

**University Staff Excellence Award – Nominations are being accepted. Deadline is April 1<sup>st</sup>.**

**UW Systems Shared Governance Updates – No update. Next meeting is January 22<sup>nd</sup>. Two USC members are interested in shadowing during meetins.**

## **Joint Committee Representation Reports**

**Academic Initiatives Differential Allocation (AIDAC)** – No update

**Environmental Sustainability** – No update

**Joint Planning and Budget (JPB)** – JPB had a follow-up meeting on December 9<sup>th</sup> to discuss the models reviewed in determining what cuts to make for GQA. When asked about the projected budget cuts, Kathy said cuts would mirror charges, mostly facility but some staff as well.

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

**Multicultural Affairs (JMAC)** – No update

**Parking** – No update

**Free Speech Promotion** – No update

**Textbook** – Virtual meeting Dec 9<sup>th</sup>. A \$90 credit was issued to each student instead of sending prepaid labels for textbook return. E Book and subscription services were discussed. UWL is not a laptop campus. Stout has moved to that system. We will review these options.

**Community Engagement Council** – UWL and community partnerships can be viewed at [ww.uwlax.edu/community/](http://ww.uwlax.edu/community/)

**Title IV Committee** – Currently, UWL has had 20 reports filed. This year, only 3 formal complaints have been filed. UWL will begin using a computer software called Maxient to manage all Title IX cases. The committee is concerned about who has access to the information as “super users” and if there is a policy in place that promotes disciplinary action if a user abuses their power. The Title IX Coordinator will draft a policy for employee information in Maxient. The goal is to have all approvals and updates complete and the policy in place by August 2021. Shared Governance Groups would like to see ongoing education to campus employees and student on the process and protocols as well as communication and transparency. The action plan for their suggestions includes the Title IX Coordinator creating a video that can be shared with employees during the onboarding process and departments at the start of the year that explains Title IX. Completion goal for the video is August 2021. The Title IX Coordinator should also create a Title IX presentation to share with the community.

**Care Giving** – Hopeful everyone took the survey as it is now closed. Michelle shared the contents of the survey; questions are not strictly on care giving. The survey focused on needs and activities during the pandemic including work schedules and telecommuting or lack of the ability to telecommute. Language barriers and lack of computer access prohibits some University Staff from completing surveys. Perhaps the survey should have been promoted more by supervisors as it was not strictly for caregivers and more of the impact COVID made on our lives. Thank you for completing the survey.

**University Centers Directors S&S** – Committee completed their work in December and provided information to Vice chancellor Figueroa. Waiting to hear the outcome on which of the four candidates will be offered the position.

**REC Director S&S** – Search is moving forward. The committee will be having virtual “on campus” interviews the first 2 weeks of February.

**Extended Learning/Graduate Studies DEAN S&S** – Four candidates for the Extended Learning and Grad Studies Dean had virtual interviews with the campus in December. The S&S held its last meeting Wednesday, January 6<sup>th</sup>. They went into closed session to discuss applicants and to meet with Provost Morgan who will extend an offer to one of the candidates soon.

## **Old Business**

**Human Resource Advisory Committee (HRAC)** – No update. There is an HR Advisory Committee page on the HR website with membership, agendas and minutes, etc.

## **New Business**

**HR updates** – The 2% base pay increase went through. We should see it on the next pay period. UW Systems issue debit cards instead of issuing paper checks to new employees or individuals with direct deposit issues. The waiting period to receive said card and lack of notice have been a problem.

**USC Exec Committee Updates** – Please give suggestions for employee enrichment, training or well-being so we can spend down the funds we were allotted to spend this fiscal year. An email was sent out for some of the facility and staff from Provost Morgan, Vice Chancellor Figueroa and Vice Chancellor Stewart offering webinars and projects for their staff to participate in. Terry asked if a suggested event had to be for professional development or can it be for moral boosting. Could we purchase items to hand out? Please forward all ideas to the Exec Committee.

**COVID-19 life updates / Joys and Concerns** – Staff testing is a possibility this spring. We have not received a firm answer or details on a program so.....yet to be determined. COVID leave expired on December 30. Sick leave can be used to cover leave for caregiving needs. COVID tracers were originally going to return to their original assignments after the close of the semester. They may be asked to participate in tracing again for spring semester.

COVID leave is still listed on most employee leave reports even though it is not available. The executive committee will reach out to John and get clarification.

Are there going to be remote work options after Campus life returns to “normal”? The executive team will inquire.

Joe’s remarks were originally scheduled for January 20<sup>th</sup>, now it is on the calendar for January 29<sup>th</sup>.

**Adjourn – 3:02 p.m.**