

# Classified Staff Council

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*Tuesday January 8, 2013 Minutes*

**Call to Order:** 2:05 p.m. by Bob Wilson, Vice-Chair

**Attendance:** Mark Barton, Jeff Berger, Tom Fell, Rob Hamann (Secretary), Tim Miller, Cyndi Taylor, Jim Treu, Bob Wilson (Vice-Chair), Maureen Wilson

**Absent:** Karry Auby, Pam Woods

**Guests:** Joy Gutknecht, Debra Gerke, Pa Moua-Yang, Kim Tiber

**Approval of Minutes:** December 11, 2012 M/S/P

**Committee Reports:** None

## **Old Business:**

- Volunteer Spirit Days – Bob met with Brad Quarberg, University Communications, and received very positive support. Their department will be working closely with us to help promote Volunteer Spirit Days. We are planning to do this in conjunction with Jeans Day on the first Friday of each month.
- Discretionary Merit Compensation (Joy Gutknecht, HR Manager) – Information was sent on January 7<sup>th</sup> to all classified employees and supervisors about DMC process and timeline. Human Resources will be holding informational meetings and training sessions in Cartwright Center beginning January 11<sup>th</sup>. DMC justification forms are due by February 8<sup>th</sup>. Joy will be putting together a Frequently Asked Questions list based on our discussion today. All information regarding DMC can also be found on the HR web site or feel free to contact HR with any unanswered questions.

## **New Business:**

- Search and Screen for Associate Vice Chancellor of Academic Affairs – Classified Staff are encouraged to contact Karry Auby if interested in serving on this committee.

## **Kudos:**

- Special Thanks to everyone who helped with the Rotary Lights Project

**Adjourn:** 3:05 p.m.

**Next CSAC Meeting:** Tuesday, February 12, 2013