

Classified Staff Council (CSC) Minutes
Tuesday, August 13, 2013

Call to Order

Members Present: Bob Wilson, Chair, Tom Fell, Ingrid Iverson, Tim Miller, Maureen Wilson, Cyndi Taylor,

Members Absent: Mark Barton, John Gray, Terry Stika, Jim Treu, and Karry Auby.

Guests: Debra Gerke, Bill Grinde, Joy Gutknecht, Rob Hamann, Beth Hill, Madeline Holzem, Sue Lee, Deanna Wachter, Pa Moua Yang,

Minutes - Minutes from June M/S/P.

Committee Reports

- **Joint Planning and Budget** – Has not met.
- **By-Laws Committee** – Deanna Wachter reported that the committee has met and is looking at the membership/representation allocation. They are comparing to other UW campuses that have a committee. Committee will bring several options to the CSC.
- **Committee on Committees** - Additional member to the Grant/Fundraising Committee – Kathy Ring. The Committee on Committers only has 2 members and could use an additional person. Anybody interested should contact Bob Wilson. The Minority Relations Committee also needs a member.

Old Business - none.

New Business

- Classified Excellence Breakfast was well attended this year. There was some concern that the summer timing would cause a decrease in attendance but there was actually an increase of almost 30%. CSC would like to work with the Classified Excellence Committee and possibly make it a longer event next year. It could be beneficial to have workshops repeated throughout the day so that people could attend.
- DERA – Discretionary Equity and Retention Award. DMC – Discretionary Merit Compensation Award. DERA can be lump sum or base-building and applies only to classified broad-banded positions. Bob Hetzel has requested that only DMCs be awarded. These can now be base-building for all classified. There is NO GUARENTEE that there will be any money for awards. At this time there has been no funding source identified. Question from a member regarding DERA and whether or not they could be used to address the “leap-frogging” that has taken place in recent years.
- Council Executive Conference proposed. UWL CSC is looking into hosting a statewide conference to build better networking with other campuses. A hurdle that other campuses might have is that the people that have the most to gain from the networking are possibly the least likely to be allowed to attend. Teleconferencing may be a way around this obstacle. It was noted that Academic Staff Council has a monthly meeting hosted in

Madison with a representative from each campus. UW-Green Bay is hosting a conference on October 18, 2013. Several UWL staff are attending. The Conference is titled *SCORE*. Strategize...Communicate...Organize...Research...Energize.

- Individual Development Plans (IDP) – New form vs. Old form. The CSC tends to like the new IDP forms. It seems to be a better tool for supervisors to develop dialogue with their staff. It is easier for the employees to understand. Most areas of the campus have moved to the new form, but the Division of Student Affairs has chosen to use the old forms. Human Resources (HR) did send out email to supervisors and chairs last year about the new form and the training to use it. HR will be working with all the divisions to try to get everyone on the same form. The type of IDP used does not affect the possibility of a staff member receiving a DMC. Classified Staff would like the opportunity to evaluate their supervisors and their peers. 360 reviews can be very informative and give a clearer picture of a person in their work environment. HR has a “team player” tool that they will be using in the future. They are hoping that increase morale and help supervisors be better supervisors.
- CSC will be looking at having an Open Forum with the Chancellor in November. Bob Wilson will do a Qualtrics Survey to have questions for the Chancellor in advance of the meeting. It makes for a more informative and effective use of time for all. Bob Wilson will be checking with Bob Hetzel to do an “Accounting 101” for CSC, possibly at a special meeting.
- Al Crist, Associate Vice President for Human Resources & Workforce Diversity for UW System, is holding a teleconference meeting for all Classified Staff Councils around the State on Monday, August 26, at 1pm. It will be in one of the rooms in Wing. An agenda for the meeting should come out prior to the meeting and Bob Wilson will make sure the Council gets it.

Adjourn – 3:01 p.m. **Next Regular Meeting** - Tuesday, September 10, 2013, 325 Graff Main Hall

Respectively submitted,
Cynthia A. Taylor