

## University Staff Council (USC)

Tuesday, May 10th, 2016

2:00-3:00pm

UW-La Crosse, Graff Main Hall Room 325

- Call to Order – 2:00 p.m.
- Roll Call
  - Attendees: Kim Dearman, Mary Grattan, John Gray, Bill Grinde, Brandon Harris, Ingrid Iverson, Ben Kolpitzke, John Pieper, Tracey Simpson, Terry Stika, Kathy Thoen, Becky Yoshizumi,
  - Absent: Brandon Harris
  - Guests: Kathy Accola, Rachel Berry, Jeremiah Collins, Joy Gutknecht, Beth Hill, Susanne Koehler, Kristin Sanley, Megan Stauffacher, Cyndi Taylor
- Approval of Minutes
  - April M/S/A as written.
- Treasurer's Report
  - April Balances

SFO	\$1,099.35
102	\$26,362.00
136	\$5,795.09

  - M/S/A as read.
- Committee Reports
  - Committee On Committees
    - Mary reported that the committee met this past week. Would like to have volunteers set up by mid-June.
  - Bylaws
    - No report.
  - Program/Fundraising
    - A celebration team has grown in size and will be creating the event "Celebrate US (University Staff)". They will be talking to the leadership team about the event and receive support. This event is morale and relationship building throughout campus. Kickoff event is scheduled for Thursday, October 6, 2016, in the Hall of Nations. Invitations/Save the Dates will be distributed once support confirmation has been received. They are working with University Communications to promote the event as well. Ben and Mary will be asked to take part as key pieces to the event. It is hoped that the event will be moved to different areas around campus throughout the year. The cost associated with this event would be to cover the cake and ice cream that will be served.
  
    - M/S/A to pay for the cake and ice cream from the USC 102 account for the Celebrate US event.

Employee Enrichment Day is planned for July 19, 2016. Becky and Rachel spoke with Paula Knudson and Paula recommended that they take both Enrichment Day and Celebrate US to leadership in order to obtain approval for staff to be able to attend the event. The speaker is coming from Green Bay this year and is not charging for the event. The committee for this event would like to provide lunch for this event as it runs from 8 a.m. to 3:30 p.m. In the past, the attendance has been around 200 people. The event is open to everyone. The cost would be roughly \$1,000-\$1,500.

M/S/A Council support for the Enrichment Day on July 19, 2016, with up to a \$1,500 (PAPD – 136) limit for food for the event.

- **University Staff Excellence Award**  
Rachel reported that the committee has met. They working on finalizing it and will bring it to the Council next month.
- **Elections Committee**
  - **Election Results**  
Megan reported out on elections that took place. There were the three new members elected to the Council. Administrative Support had 82 votes with Ingrid Iverson receiving 38% of the votes. Professional Services had 85 votes with Jeremiah Collins receiving 52% of the votes. Facilities had 74 votes with Mike Stellick receiving 100% of the votes.  
  
M/S/A certifying election votes as reported.
  - **Replacement for Kelley B. (Administrative)**  
Kelly Becker's Administrative seat remains vacant. M/S/A to take the 2<sup>nd</sup> highest votes, Jeanne Voss, in the Administrative Support category to finish Kelly's seat and be eligible to run in 2017 and run for another term.
- **Joint Committee Representation Reports**
  - **Strategic Planning Committee**  
Mary reported that the committee will be meeting May 17, 2016. If anyone has suggestions or thoughts, please contact Mary or Jim.
  - Suzanne reported that debates will be held in October on multiple dates in Port O Call.
- **Old Business**
  - **Office 365 and Canvas Discussion**  
Ben reported that IT is looking to roll out Office 365 the first weekend in June. They are not sure if the labels will rollover as

they are currently set in Google. UWL and UW Oshkosh are the only two campuses remaining on Google. It is restricting cross-campus collaboration.

Jeremiah reported that contacts, mail and calendar will migrate. IT has been told that an email with multiple labels on it, it will go to each label and then be duplicated. Everyone is asked to clean up their email as much as possible prior to conversion. The limit is 2.5 gigs/day and if we have more than that, Google shuts your email down for the day and you receive no mail that day.

Conversation was had regarding the lack of communication that has been had regarding this migration. The contract for the migration was signed yesterday so things should move forward now with more information/communication disseminated.

- New Business
  - Salary Adjustments (HR)

Beth and Kristin distributed Budget Restoration 2: Additional Lump Sum Proposal for review. System has awarded \$16 million to the campuses. UWL's portion is \$569.563. These need to be spent by June 30, 2016, and used for compensation. Chancellor met with Joint Budget and Planning and Faculty Senate and approved the plan. Changes will be seen on the June 9, 2016, paycheck. Everyone should receive documentation from HR at the beginning of June for 2016 and the end of June for 2017. If anyone has questions, please contact HR.
  - News from Madison

Ben and Mary went to Madison for the University Staff meeting. UWL seems to be in a much better situation than other campuses. A couple campuses are looking to replace CIOs and HR Directors. Councils on other campuses are not necessarily full. UW Stevens Point has broken ground for a new Biology building. A few campuses are changing their name to University Staff Senate rather than University Staff Council. Student affordability is a high consideration factor being looked at. They met the new Vice President for Academic Programs and Initiatives. He is trying to make UW System more affordable. A task force is being created to keep institution pricing comparable between all of the institutions. A workgroup is looking at titles and compensation across System.
- Other

Faculty Senate is looking at a possible exit interview that would take place on behalf of Faculty Senate.
- Adjourn – 3:04 p.m.

University Staff are allowed to attend University Staff Council meetings. Please talk with your supervisor to ensure office/work coverage.

University of Wisconsin-La Crosse  
Budget Restoration 2: Additional Lump Sum Proposal  
Fiscal Years 2016 & 2017

DRAFT FOR DISCUSSION ONLY

Table 1: Budget Restoration 2

Item	Amount
UWS 15-17 Budget Restoration - FY2016 Fringe Benefit Savings	569,563
<b>Recommended One-Time Allocations:</b>	
1. FY2016 Additional Lump Sum (See Notes 1 & 2)	560,771
2. FY2017 Additional Lump Sum (See Notes 1 & 2)	577,594
<b>17-19 Biennium Base Allocation Contingency Planning:</b>	
1. 17-19 GPR State Budget Cut & Tuition Freeze or Decrease	t/b/d
2. Fair Labor Standards Act (FLSA) Exempt Salary Adjustments	t/b/d
3. Enrollment Decline	t/b/d
4. Faculty and Staff Compensation	t/b/d
5. Strategic Planning Initiatives	t/b/d

Notes:

- Additional 2% lump sum to Faculty/IAS/Academic Staff at or above 100% of CUPA and University Staff occupational groups that did not receive the FY16 or FY17 2% Compensation Plan.
- Additional 1% lump sum to Faculty/IAS/Academic Staff and University Staff occupational groups that received the FY16 and FY17 2% Compensation Plan.

Table 2: FY2016 & 2017 Compensation Plan Summary

Item	Percentage
<b>Fiscal Year 2016</b>	
1. Faculty, IAS & Academic Staff below 100% CUPA → Base Salary Increase <sup>1</sup>	2.00%
2. University Staff (Admin Support, Custodial, Facilities & HR) → Base Salary Increase <sup>2</sup>	2.00%
3. Faculty, IAS, & Academic Staff below 100% CUPA → Lump Sum	1.00%
4. University Staff (Admin Support, Custodial, Facilities & HR) → Lump Sum	1.00%
5. Faculty, IAS & Academic Staff ≥ 100% CUPA → Lump Sum	3.00%
6. University Staff (Fin Services, IT, Medical, Police, Power Plant) → Lump Sum	3.00%
<b>Fiscal Year 2017</b>	
1. Faculty, IAS & Academic Staff below 100% CUPA → Base Salary Increase <sup>1</sup>	2.00%
2. University Staff (Fin Svcs, IT, Medical, Police, Power Plant) → Base Salary Increase <sup>2</sup>	2.00%
3. Faculty, IAS, & Academic Staff below 100% CUPA → Lump Sum	1.00%
4. University Staff (Fin Services, IT, Medical, Police, Power Plant) → Lump Sum	1.00%
5. Faculty, IAS & Academic Staff ≥ 100% CUPA → Lump Sum	3.00%
6. University Staff (Admin Support, Custodial, Facilities & HR) → Lump Sum	3.00%

Notes:

- 2% Faculty/IAS compensation pool distributed per PTS Plan.
- 2% University Staff compensation pool distributed based on average of occupational group.

Table 3: Additional Lump Sum Funding Schedule

Fund	Univ Staff	NIAS	Faculty	IAS	Total
102/131/402	109,173	125,419	257,018	69,162	560,771
104	660	2,003	-	-	2,664
128	26,531	36,681	-	1,390	64,602
132	1,046	781	107	-	1,933
133	-	2,380	-	-	2,380
136	932	12,440	-	1,090	14,462
144	170	7,305	-	-	7,475
150	1,455	441	-	-	1,896
189	725	1,582	320	-	2,627
<b>Total</b>	<b>140,692</b>	<b>189,032</b>	<b>257,444</b>	<b>71,643</b>	<b>658,810</b>