

Classified Staff Advisory Council
Minutes
May 1, 2012, 10:00 a.m.

Present: Debra Anders, Cheryl Andres, Frank Hicks, James Kavanagh, Stephen Kennedy, Kurtis Kindt, Michael Maass, Robin Pagan, Michael Proell, Kim Quartemont, Randy Trumbull-Holper, Robert Wahl, Stan Yasaitis

Absent: Colleen Johnson, Laurie Thibault

Guests: Shannon Bradbury, Craig Wesley, Sarine Schmidt

I. University Personnel System (UPS) Update – Shannon Bradbury

Act 10 mandates a separate personnel system for all University employees. There will be one system for UW-Madison and one for the rest of UW-System (“the Balance”). Professor Margo Anderson and Associate Vice Chancellor Dev Venugopalan are on the task force. HR directors from all campuses comprise the steering group and will communicate progress to the rest of us. Madison and Balance will be very similar.

The goal is simplicity, consistency, and coherence. From now to the end of May – Committee is inviting feedback on drafts. Summer – revise recommendations based on feedback. Draft finalized late fall/early spring. Late spring – prepare for implementation. The system must be ready to go July 1, 2013.

Categories: Classified/unclassified – obsolete; keep faculty, limited (high level appointees), and student employees; changing academic staff and operational staff. Recommendation – 5 categories: operational, academic, faculty, limited, student. Current, classified exempt will become academic staff. Organized by function into “job families” so we can see potential career progression. 15 job families will be posted soon.

Compensation: Single, comprehensive compensation program that will allow merit pay and give hiring authority flexibility in pay rates. Pay all bi-weekly or academic year payments spread over 12 months, salary advances. Career ladders (i.e. families). Retain/expand current promotion/progression programs. Keep something like LTE, but LTEs should never earn less than minimum of pay range.

Benefits: No changes to retirement and health. Eliminate inconsistencies. Eligibility should be tied to WRS eligibility. Leave based on fiscal calendar. Personal holidays added to vacation. Allow vacation carryover for one full year. One vacation schedule and one sick leave schedule. Eliminate floating holiday. Create new legal holiday for day after Thanksgiving. Eliminate initial entitlement of sick leave for unclassified. Move all into unclassified system for income continuation. Sabbatical/ALRA – there should be one program for everyone. Expand tuition reimbursement.

Employee Environment: Attract and retain more diverse workforce. Respect for all – education on classism. Orientation – onboarding – needs to be more than 1 day: Resources for Success. Performance evaluations. Work rules/codes of conduct. Discipline and grievance processes need to be published and transparent. Operational staff needs to be included in governance. Academic Staff job security.

Recruitment and Assessment: No longer tied to OSER & WiscJobs. Need our own recruitment process. There will be a probationary period for ALL positions, except some faculty. Need options to move from LTE to permanent. Look at possible regional collaboration between institutions.

Movement: Transferring, promotion, etc. Employees shouldn't lose anything when they move. How will this happen between state agencies? Transfer between campuses could occur. Mandatory transfers no longer exist – tied to bargaining/contracts.

Share comments at ups@uwsa.edu; Ups-feedback@uwm.edu; check websites

CSAC members have a responsibility to send feedback. Review and study the draft now. Give feedback before end of May.

Also look at Madison's draft as an example.

- II. Approval of April 24, 2012 Minutes
Mike Maass moved to approve the Minutes as corrected. Stephen Kennedy seconded and the motion carried unanimously.

- III. Other Business
 - A. Request for assistance from employee; referred to someone who can represent her – WPEC – Wisconsin professional employee council.
 - B. Teleconference with Oshkosh – May 15, 2012
 - C. Vice Chancellor Christy Brown has requested names of three classified staff members to serve on the Search & Screen Committee for the Associate Vice Chancellor for Human Resources – Kim Quartemont, Randy Trumbull-Holper, Robin Pagan, and Cheryl Andres volunteered. Their names will be sent to Linda Woods and Carrie Kazmierski.

- IV. Next meeting 5/15 in Enderis 264.

- V. Adjournment. A motion to adjourn was made, seconded and passed unanimously. The meeting adjourned at 11:20 a.m.