

**University of Wisconsin-Milwaukee
Classified Staff Advisory Council**

Minutes

August 18, 2015 10:00-11:30 a.m.

Kenwood Interdisciplinary Research Complex Room 2175

Present: Debbie Anders, Roy Badger, Tanya Choice-Henry, Megan Czajka, Steve Kennedy, Michael Maass, Patricia Osheim, Marc Sanders, Chris Schuster, Laurie Thibault, Randall Trumbull-Holper, Robert Wahl, Stan Yasaitis.

Excused: Mike Pettitt, Jaclyn Stoczany.

Guests: Shannon Bradbury, HR
Mark Mone, Chancellor
Sue Weslow, University Relations

- I. Called to order – 10:05 a.m.

- II. Approval of July 21 minutes – motion to approve, with one correction, seconded; motion carried.

- III. New Business
 - a. Chancellor's update
 - (with Sue Weslow)
 - Chancellor Mone will be meeting with legislators later this morning to discuss capital items in the budget. Also, he has invited members of both the Democratic & Republican caucuses to visit the campus, so that he can show them how UWM impacts its students as well as its surrounding communities.
 - He has been doing what he calls "walk-arounds" in different areas of the campus, speaking informally with University Staff & answering questions about the budget. He shared a document that has been compiled to answer some of the most common questions, & S. Weslow has asked all supervisors to see that it is distributed to all University Staff. Custodial staff have not seen this document, & asked if copies could be available at the locations where they punch in. Chancellor Mone & S. Weslow will follow up on this.
 - There are no plans at this time for offering the VSIP again in 2016.
 - Chancellor Mone was asked about the handling of the changes to the UWM Bookstore & the sale of textbooks to students. There are concerns that the press release over-states the savings to our students, & that this will reflect poorly on UWM & the bookstore management. Chancellor Mone said that he would check on this. In addition, new placements for bookstore employees has not met with as much success as was hoped for.

- Straight-wage student employment will be discontinued. Work-study will continue, but has limitations, & so will not be able to fill all student positions.
- b. Custodial handbook
 - The custodial handbook is going to print, but the supervisors say that they don't have to share it with the USC. R. Van Harpen told J. Hurtado that the handbook should be reviewed by the USC.
 - There is a new rule about punching in late & losing pay, but it is not clear how it is being enforced. Some supervisors are saying that they can change rules whenever they want, & C. Humphrey was overheard to speak in terms of applying it "at the supervisor's discretion". Arbitrarily changing past practice & non-uniformity in enforcement make this grievable.
- c. Benefits
 - S. Bradbury will bring the benefits manager to the September 15 meeting.
 - The Group Insurance Board will be meeting this month to set next year's premiums.
- d. A member of the University Staff is needed for the Search & Screen Committee for the Vice Chancellor for UW Affairs. This will involve 5 meetings in Madison.

IV. Old Business

- a. SAAP's
 - Most of these are being eliminated, because they are being dealt with in other policies & UW System documents, or in some cases, Federal Regulations.
 - A question was raised concerning notification of family in the death of a student – Campus Police are specially trained for this. R. Trumbull-Holper will take this recommendation back to the committee.
- b. 2015 University Staff Conference planning
 - Keynote speaker & workshop presenters have been chosen.
 - A funding proposal letter to Chancellor Mone will be drafted.
 - There will be AM & PM snacks, & lunch will be build-your-own sandwiches & 2 kinds of soup.
 - The conference will be in the Wisconsin Room of the Union, with workshops in other rooms on the same floor.
 - The conference committee is working on issues that were problems at last year's conference, particularly registration & the drawings for the door-prizes.
 - There was discussion about how to get the word out, especially to University Staff who do not have easy access to email. It may be possible to have something broadcast on UWM-TV.
- c. By-Laws Committee
 - Currently working on standing committees, their purpose & background.
 - Because of beginning-of-semester duties, the committee won't meet again until September 10.
- d. Grievance Committee
 - 6 people have been chosen. They are:
 - Jerry Becker

- Barbara Breed-Heidt
- Katy Rose
- Brenda Cullen
- Dave Zinta
- Debbie Ritchie-Kolberg
- S. Yasaitis & S. Bradbury will set a training date.
- The members will decide between themselves who will be the 3 regular members & who will be the 3 alternates.
- e. UPS
 - Chancellor Mone has signed 5 of the 13 local policies submitted for his review.
 - The Catastrophic Leave Bank policy language was changed without any discussion. T. Danielson said that it was changed because departments do not fund or budget for leave-time wages. The objection was not so much because of the change, but how it was handled.

V. Other

- a. S. Yasaitis met with government representatives & R. Cross.
 - They were told that the 2016-2017 budget cut would be a lapse in funds, not a permanent cut. R. Cross recommended getting clarification.
- b. The School of Continuing Education is no longer a school or college. The 4 faculty members were assigned elsewhere on campus & the Dean is now a manager.
- c. There has been talk of merging the 2-year UW campuses with the technical colleges.
- d. The colleges will go through a restructuring. There will be 4 regions, & there will no longer be a dean at each campus.

VI. Adjourned – 12:15p.m.