

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

Minutes

**December 15, 2015 10:00-11:30 a.m.
Union Room 340**

Present: Debbie Anders, Roy Badger, Steve Kennedy, Mike Maass, Patricia Osheim, Michael Pettitt, Jaclyn Stoczany, Laurie Thibault, Randall Trumbull-Holper, Stan Yasaitis.

Excused: Megan Czajka, Chris Schuster, Robert Wahl.

Guests: Shannon Bradbury, HR
Lisa Alzalde, Math & Science
J. A. Peshut, FICL

I. Called to order – 10:05 a.m.

II. New Business

a. Budget

- Department managers have been asked to share information with University Staff – they can be helpful in identifying wasted funds.
- COETT is trying to find ways to cut \$30M.
- Position control is expected to be kept in place for the next 2-3 years, & could save \$10M/year. (An additional \$3-5M/year could be saved by eliminating student employees.)
- Housing does not receive State funds, only income is from students, but they pay a lot for campus services & can't raise their prices.
- More custodians are being hired, & G. Hurtado is holding meetings.
- The School of Education is going through a reorganization.
- Student employment is dropping because of the limit on their weekly hours.
 - Questions raised as to how to manage students who work for more than one department.
 - If they work 30 hours/week or more, they must be offered health insurance, except for work-study employees.
 - Not enough students qualify for work-study, more money is spent processing their financial aid, & their hours are limited, which is not good for smooth operation of a department.

b. Shared Services & As-Is Assessment

- HR, IT, Procurement, & Finance & Accounting are being looked at.
- Housing will not be a part of shared services, as they have different funding sources.

- This goes back to earlier strategic planning – duplication of effort slows operations down & raises costs.
- People are being asked/required to participate in the survey, & it is creating fear for their jobs.
- The USC has never been given the opportunity to comment, nor to have any University Staff assigned to the functional teams.
- Business processes need to be improved before these changes are implemented – software has been purchased for that purpose.
- A question was raised concerning a statement in a report by the Educational Advisory Board referenced in the Integrated Support Services Proposal:
 - “While university budget reduction plans will inevitably address teaching and research, where the majority of costs reside, universities must first look for opportunities to cut everything possible from the back-office before impacting mission-critical endeavors in the classroom or lab.”*
 - The EAB is a conservative organization, similar to the one which suggested changes to our health insurance coverage.
 - This statement implies that support staff do not support UWM’s teaching mission.
 - It was suggested that USC invite the Chancellor or Vice-Chancellor of Administrative Affairs to discuss this further.
- c. UW System Reps meeting
 - R. Trumbull-Holper attended in S. Yasaitis’ place.
 - The Tenure Task Force reported that faculty are worried.
 - Job title & compensation reviews were discussed, but no equity study.
 - There are rumors of a pay increase for Financial Specialists – S. Yasaitis asked S. Bradbury to investigate & report.
 - Also rumors that in the regionalization process for the colleges, as a result of the as-is assessments, employees were laid off, then their positions were put out for public hires – again, S. Yasaitis asked S. Bradbury to find out about this.

III. Old Business

- a. SAAP's
 - S-10.5 – Centers & Institutes
 - S-70 – Children in the workplace
 - Approved; carried.
- b. We have 2 openings for USC members
 - Names don’t have to come from the ballot list.
 - These are possibilities:
 - Matt Baran
 - Frank Powers
 - Dave Rasmussen
 - Larry Borchardt
 - S. Yasaitis will contact.

- c. University Staff Conference
 - J. Stoczany will give her report at the January meeting.
 - Only a little bit over budget.
 - The Union did not give us any discounts – why not?
 - About 125 people attended.
 - This was for University Staff by University Staff, & was a great example of how University Staff gets things done.
 - The Chancellor continues to be supportive – he liked the poster we made, & said he would have it laminated & hung in his office.
 - We need to set the date for the next conference as soon as possible, & get it on the Chancellor’s calendar.
 - October 2016 might be a good choice – the semester is underway, but not time for exams yet.
 - The question of a budget was raised – S. Kennedy will look into who to talk to, & invite him/her to a meeting to discuss this.
- d. By-Laws Committee
 - The current draft of the by-laws is ready for approval.
 - Working on policies & procedures.
 - Will set dates to meet in 2016.
- e. UPS Committee
 - Grievance Committee members met & trained.
 - Brenda Cullen is the Chair.
 - All 6 members will look at cases.
 - The standing committee will handle them, unless there is a conflict, then one or more of the alternates will stand in.
 - The UPS Committee will have their closing meeting in December.
 - All policies were forwarded to the Chancellor for his signature.
 - They should be collected in a University Staff Handbook, similar to what Faculty & Academic Staff have.
 - S. Yasaitis will talk to Legal about policies not signed by the Chancellor.

V. Adjourned – 11:45a.m.