

University Staff Council

Minutes

July 19, 2016 10:00-11:30 a.m.

Union Room 340

Present: Debbie Anders, Roy Badger, Mark Bussian, Susan Butkovic, Kathy Czerniakowski, Mike Maass, Patricia Osheim, Jennifer Peshut, David Rasmussen, Chris Schuster, Robert Wahl, Stan Yasaitis.

Excused: Steve Kennedy, Laurie Thibault, Randall Trumbull-Holper.

Guests: Brenda Cullin, Economics
Shannon Bradbury, HR
Mark Mone, Chancellor
Laura Pedrick, Academic Affairs
Brian Troyer, Admissions & Recruitment

- I. Called to order – 10:05 a.m.
- II. Approval of minutes
 - a. June 21, 2016
 - Approved; motion carried.
- III. New Business
 - a. Chancellor's update
 - He is seeking input on LGBT+ issues, especially inclusivity in the use of campus facilities. Locker rooms in the Klotsche Center are the most contentious issue, & he is working with Joelly Shingler on the Klotsche Advisory Group, & Jim Hill in Student Affairs. He is asking for recommendations to help in his decision-making.
 - He is working on a moderate budget request, including a modest tuition increase, with work on the NWQ as top priority; also including maintenance on the Chemistry & EMS buildings, IT, & the basketball practice facility. This may include bonding for the new student union & possibly for the practice facility as well.
 - He is also hoping to be able to provide some kind of compensation increase sometime this fall.
 - In coming weeks, he will be meeting with legislators Dale Kooyenga & Scott Fitzgerald, to discuss the jobs that have been lost, classes that have been constrained, & economic losses that UWM has suffered.

- He expects work on the Lubar Center for Entrepreneurship & the Welcome Center to begin this fall.
- b. S. Butkovic's job-change
 - S. Butkovic has accepted a new position, & is now part of the Administrative Support unit. She was elected to the USC as a member of the Professional & Supervisory unit. S. Yasaitis asked the Bylaws Committee to meet & discuss whether she needs to step down & be replaced by another member of the Professional & Supervisory unit.
 - She will remain chair of the Conference Committee even if she steps down from the USC.
- c. Report on Strategic Enrollment Management Plan
 - Laura Pedrick & Brian Troyer reported on the Strategic Enrollment Management Plan. Its goal is to find financially sustainable ways to maintain UWM's mission, by increasing enrollment, especially of non-traditional & revenue-generating students, & retention of students who do enroll. A draft of the plan is finished, & the committee will develop more of the details at a retreat in mid-August. The SEM dashboard will be available this fall, & will be shared with the campus.
- d. Payroll issue
 - Because time reports are occasionally not received in time by Payroll, University Staff occasionally receive paychecks where the pay did not reflect the total hours worked. Also, some supervisors complete their employees' time reports, sometimes incorrectly. If this happens, the payee can request an off-cycle payroll check for the difference. He/she may have to keep requesting until a check is issued.
 - There was some discussion as to whether it would be worthwhile to invite someone from Payroll to our next meeting. S. Yasaitis will talk to R. Van Harpen.

IV. Old Business

- a. Committee appointments
 - K. Czerniakowski & A. Gomez were recommended for the Chancellor's committee to make UWM an Hispanic-serving institution.
 - S. Yasaitis will join the Strategic Position Control Committee.
 - Bonnie Murphy will continue as the USC ex-officio member of the Economic Benefits Committee.
 - R. Trumbull-Holper & S. Kennedy will continue as members of the Physical Environment Committee.
 - R. Trumbull-Holper is on the Space Planning Committee.
- b. Conference Committee
 - A "Save-the-Date" email has been prepared. S. Yasaitis will send it out to all University Staff.
 - The conference will be held on October 27, 2016, & the theme is be "Putting the 'U' in UWM.
 - There will be a Qualtrics form for registration.

- L. Thibault will take over name-tags & the ice-breaker.
 - Lunch will be served - M. Maass is taking care of catering.
 - M. Bussian is handling set-up.
 - There are 2 workshops planned for the morning, & 3 for the afternoon.
 - There will be resource tables again, as there were last year.
 - There was some discussion of including entrepreneurship or building your own business as a topic; people could bring in things that they make &/or sell. We could make use of speakers from the Lubar Center for Entrepreneurship, & K. Czerniakowski has some connections with small businesses downtown.
 - S. Butkovic will see if the Chancellor can speak to open the conference. She is also asking for suggestions for possible speakers.
 - K. Czerniakowski has a source for speakers, but needs to know what topics are being addressed to know who would be a good fit.
 - The possible requirement for a sign-language interpreter was also discussed.
 - The next step is to prepare a proposal to the Chancellor for funding.
- c. Suggestion box
- University Staff members are welcome to send messages, concerns, &/or kudos to the USC email list: uwm-usc@uwm.edu.
 - A suggestion box would be another means for University Staff to forward issues to the USC, but there is concern as to how to protect staff who want to do this anonymously, for fear of retaliation. Messages coming into a "uwm.edu" address could be subject to Freedom of Information requests.
 - A physical box or boxes could be used; the question would be where to put them.
 - S. Yasaitis asked members to bring ideas to the August meeting, or send them the USC email address.
- d. Layoffs
- There have been no new layoffs since last month.
 - Some units have been making strategic reassignments – moving otherwise at-risk staff into other positions within the unit to avoid laying off University Staff.
 - There has been some hiring of new employees, but strategic position control will get tighter as we get further into the second half of the biennium.
- e. University Staff monthly teleconference
- D. Anders will look into using one of the Library's teleconferencing rooms for these calls, for those of us who want to participate as a group.
- f. Shared Services (now Integrated Support) Initiative
- They are finished with the "how we do this" portion, & are now discussing how to present the information. They want to meet with the heads of campus governance, & have a proposal ready by the end of August 2016.
 - Many University Staff members worried that UWM is "trying to get rid of my job", because the survey relating to this initiative was sent to 750 staff members without any advance explanation.
 - Implementation is still a ways off.

g. Grievance Committee

- B. Cullen reported that the Grievance Committee has heard 3 cases since January 2016.
- Recommendations were made to the Provost; 2 were accepted & 1 was overturned.

V. Adjourned – 12:25 p.m.

Respectfully submitted,

Debra L. Anders