

# UWM University Staff Awards Committee

February 28, 2020

Lubar N456

## MINUTES

Present: R. Badger, S. Butkovic, L. Eastman, J. Peshut

Absent: S. Kennedy

- I. Call to Order-The meeting was called to order at 10:08 a.m.
- II. Approve meeting minutes from February 7, 2020-The minutes were approved as submitted.
- III. Discussion of the overview/procedures-S. Kennedy was unable to attend but the committee continued the discussion on the possible issue of a Conflict of Interest with nominations for Awards. After discussion the following motion was approved unanimously and will become part of the procedures:

**MOTION:** In the case of a conflict of interest (such as a supervisor or subordinate being nominated for an award) a committee member will recuse themselves from the committee for the remainder of the awards process. The member may return to active committee duty only after the awards submissions have been finalized.
- IV. New Awards Procedures from Campus Administration-L. Eastman-The procedures were given to the committee by the Secretary of the University's office. The committee discussed them and had no changes.
- V. Elect Chair 2020-2021-Susan B interested in being chair for the next year. Susan Butkovic was elected chair for 2020-2021.
- VI. Set Next Meeting Date 2020-The committee will meet when more awards come in, the first Friday of April. L. Eastman will get a room.
- VII. Other Business-S. Butkovic brought up the subject of the report that the committee was working on to review awards and potential under-compensation of University Staff for work. The committee felt that the data was not available for a full report.

The committee will revise the forms for 2020-2021 and future awards so that data will be available for future review.
- VIII. Adjournment-The meeting was adjourned at 11:26 a.m.