

# University Staff Codification Committee

August 5, 2021

Via Microsoft Teams

## MINUTES

Present: A. Kupiecki, T. Nation, R. Sauers, M. Schreiber, A. Tarr, K. Waldoch, C. Warneke

- I. Call to Order-The meeting was called to order at 1:59 p.m.
- II. Approval of Minutes from March 10, 2021-The minutes were approved as submitted via autoconsent.
- III. Introduction of new members-The members introduced themselves.
- IV. Election of Chair/Co-chair 2021-2022-R. Sauers was elected chair unanimously.
- V. Schedule for 2021-2022-The committee discussed meeting dates and would like to meet via TEAMS until further notice. They will meet the 2<sup>nd</sup> Tuesday of the month if there is business. They will cancel if there is no business. L. Eastman will send electronic invites to committee members and file open meeting notices if the committee will be meeting.
- VI. Policy 002-Disciplinary Meeting Policy-update-This policy is ready to go to the US Senate. L. Eastman will forward for the Senate final approval before going to Campus Administration.
- VII. Policy 003-Emeritus Status for University Staff-update-This is still being worked on and will be postponed until the update is ready.
- VIII. Approval of US Awards Bylaws-The US Awards committee bylaws were reviewed and approved unanimously. L. Eastman will forward to the Senate for final approval.
- IX. Review of US Codification Bylaws-The committee reviewed their bylaws and had no changes. They approved their current bylaws. L. Eastman will forward to the Senate for approval for another year.
- X. New/Other Business-  
The Committee unanimously endorsed language recommending changes to Position Descriptions to include remote work possibilities. They also felt this will help UWM attract a changing workforce and evolve with new demanding work routines. A. Tarr will bring this to the University Staff Senate for discussion.
- XI. Adjournment-The meeting was adjourned at 2:45 p.m.