

University Staff Committee

September 13, 2022

MINUTES

PRESENT: M. Cosgrove, A. Dempsey Fischer, G. Dukes, E. Cochrane, T. Nation, C. Parks,
L. Perryman Ramsey, C. Warneke

ABSENT: S. Yasaitis (leave)

- I. Call to Order-The meeting was called to order at 9:58 a.m.
- II. Approval of August 9, 2022 minutes-The minutes were approved as submitted via autoconsent
- III. Chair update-The chair had first meeting with Chancellor for update on the status of UWM. Budget continues to be an issue. The Chancellor is hoping UWM may see an increase in funding from some of the budget surplus from the Governor. The Budgets will be worked on soon.

Academic Planning and Budget Committee started their budget meetings for the year. The first meeting was met with some discussion about upcoming proposals for consideration. More information about the budget will be available as the budget process moves forward.

UWM sent a request to Faculty and Staff to help out in the dorms with a volunteer opportunity to work with students with food and menu preparations. The request was not welcomed by all making headlines in the local news and print media as well as some national news services. Campus Administration hopes to offer more options for students and volunteer opportunities for Faculty and Staff.

Benefits options will be changing for 23-24. More information will be known soon.

- IV. SAAPs Review/Update-L. Eastman shared the SAAPs update with the USC. The following were approved via autoconsent
 - a. SAAP 1-14-Elimination
 - b. SAAP 7-5-EMERIT Status-Revision
 - c. SAAP 10-12 COVID Health and Safety Policy-Update
- V. US Documents Flowchart-L. Eastman-discussed the need for a flowchart/procedure for document approval for University Staff documents. US Codification Committee will be working on this in the upcoming year.

- VI. US Grievance Committee and Discipline timelines-L. Eastman-reviewed the Grievance committee bylaws and felt that the information about Layoff could be changed as the Layoff Committee handles that. The information has been sent to Grievance Committee for review and approval. In addition, after discussion with the Secretary of the University's office, Grievance Committee should not be copied on all disciplinary action and the procedure should be revised to have the committee only receive Step 2 Grievances at that level. Secretary of the University's office should also receive a copy of this procedure. In addition, the Grievance committee will be reviewing their size/membership to see if they need an adjustment for representation.
- VII. In addition to the above update the committee discussed training for University Staff interested in helping fellow University Staff to become "advocates" or another name to be named in the future to help University Staff through the process of Disciplinary Action. Questions to be addressed in the training
- a. What is an action?
 - b. What are the US rights?
 - c. Who do I go to?
 - d. What is the procedure?
 - e. Where do I look for the procedure?
 - f. What happens next?
 - g. What can I do?

Chair G. Dukes will reach out to S. Yasaitis and K. Henneman to see where the US are in this training and see when this will be likely available. This will help with questions in the future.

- VIII. US Codification Committee Update-L. Eastman-The committee met and reviewed the bylaws of all the committees. They reviewed all bylaws and have made changes to the US Grievance, which has been sent to the committee for review and the US Senate. They are still working on the US Senate changes and will bring them forward when complete for review and approval. All other committees did not need any changes to bylaws at this time.
- IX. New/Other Business-US Nominations was informed that the candidates for the Provost search were not chosen and that the search and screen committee went in a different direction. The USC and the US Nominations committee were disappointed as the representative was not active in US Governance and would not be representing them or their interests on this very important search. Chair G. Dukes will reach out to the Chancellor's office to see if a Governance Representative could be added to the search to make sure University Staff Governance has a voice on the search for a new Provost.

There was no other or new business.

- X. Adjournment -The meeting was adjourned 10:56 a.m.