



The mission of the University of Wisconsin-Whitewater University Staff Council (USC) is to promote a positive environment for all university staff employees and encourage active participation in the University decision-making process. The USC is dedicated to promoting professional development and ongoing educational opportunities as well as serving as a channel of respectful communication among all university staff employees, and between university staff employees and the broader University community. The USC serves in an advisory role to the Chancellor and University administration. The USC represents all university staff permanent, temporary, and project appointment employees of the University.

COUNCIL MEETING MINUTES
THURSDAY, FEBRUARY 1, 2024 | 9:00 A.M.
UNIVERSITY CENTER 259 - WEBEX

ATTENDEES

USC Representatives:

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Tanja Anderson | <input checked="" type="checkbox"/> Jenny Clauer | <input checked="" type="checkbox"/> Tamela Rocke |
| <input checked="" type="checkbox"/> Pedro Aranda | <input checked="" type="checkbox"/> Wesley Enterline | <input type="checkbox"/> Russel Schmidt |
| <input checked="" type="checkbox"/> Kat Bastien | <input checked="" type="checkbox"/> Jill Gerber | |
| <input checked="" type="checkbox"/> Karen Brueggeman | <input checked="" type="checkbox"/> Elizabeth Lamb | |

Quorum Present: YES/ NO

Other Governance Attendees:

- | | | |
|-----------------------------------|--|--|
| <u>Faculty Senate</u> | <u>Academic Staff Assembly</u> | <u>Whitewater Student Government</u> |
| <u>Representative</u> | <u>Representative</u> | <u>Representative</u> |
| <input type="checkbox"/> Kim Nath | <input checked="" type="checkbox"/> Michael Gorman | <input type="checkbox"/> Angelina Izzo |

Guest(s): Kai Instefjord

AGENDA

1. Priority Business
 - Call the Meeting to Order (9:05 am)
 - Approval of **Thursday, January 4, 2024** USC council meeting minutes
 - i. Motion: Tamela Rocke
 - ii. Second: Elizabeth Lamb
 1. 9 Yay; 0 Nay

2. Action Items (Guest speakers, Proposed Consent Items, Resolutions, or Discussion)
 - Academic Calendar for 2025-26
 - i. Motion: Tamela Rocke
 - ii. Second: Karen Brueggeman
 1. 9 Yay; 0 Nay
 - Kai – HR Report
 - i. Payplan has been applied in January to eligible employees including backpay from July 1, 2023 as a lump sum

1. Minor issues, mostly those who transferred depts. – working through them individually
 - Minimum Wage Increase
 - i. How to address compression (week of 2/12 meet w/ Chancellor)
 - Approval of UWW Department Assistant Resolution
 - i. Move forward when DAs are comfortable submitting
 - ii. Timeliness is a major factor
 - iii. Approval of Resolution to move forward
 1. Motion: Kat Bastien
 2. Second: Elizabeth Lamb
 - a. 9 Yay; 0 Nay
 - Considering facilities resolution to work on next
 - Years of Service DJ – possibly add information to benefits to website?
 - i. Determining Years of Service is more complicated than expected
 1. Data available is less than ideal
 3. Other Governance Group Leadership Reports
 - a. [Faculty Senate](#) | Kim Nath
 - b. [Academic Staff Assembly](#) | Michael Gorman
 - Promotion raises cut down to 2%
 - Provost attended previous ASA meeting
 - c. [Whitewater Student Government](#) | Angelina Izzo
 4. USC Chair Report | Wes Enterline
 - Cabinet Meeting
 - i. Hate incident occurred the day before first day of classes
 1. Identified as a one-off occurrence
 2. Chancellor hosted Town Hall
 - a. Student's also hosted Town Hall
 3. Shared governance pass joint resolution condemning this action
 4. Safety concerns were expressed – Task Force on Campus Safety being formed
 - Strategic Planning and Budget Committee (SPBC)
 - i. Upcoming meeting on February 26
 - ii. Updated website yesterday, January 31, with the meeting information
 - iii. While all options are being considered, current budget reductions trends leading away from furloughs / layoffs (good thing)
 - Compensation committee
 - i. Was scheduling quarterly, was able to change to monthly
 - ii. Charged with plan to address compensation issues / value of benefits
 - iii. If there are concerns, reach out to provide University Staff members with your feedback
 - Admin Affairs
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- i. Strategic Plan – Balanced budget metric not on website yet
 - 1. Working Groups making progress
 - ii. Campus Climate Survey
 - 1. Spanish language support available
 - iii. Listening session to be able to talk to chancellor: for internal feedback
 - Community Engagement Center
 - i. UWW leading to an exit strategy?
 - ii. Not currently intending to renew lease
 - Chief of Staff and Senior Strategy and Compliance Officer search has started
 - i. First round Interviews February 12 - 16
 - More info regarding Minimum wage on the week of February 12
- 5. Constituency Reports
 - Academic Affairs Report | Kat Bastien / Tamela Rocke
 - i. Tamela Rocke
 - 1. Fundraising
 - a. Hamilton Room in UC reserved for April (Spring Splash)
 - ii. Kat Bastien
 - 1. Chancellor Inauguration
 - a. Friday Feb 23 @ 2 pm in the Center of the Arts
 - i. Reception in the UC at 3 pm
 - 2. Inclusive Excellence
 - a. Encourage others to take the Campus Climate Survey
 - b. Provost Office Inclusivity Forum
 - i. Tuesday Feb 22 UC 275 10 am - 11:30 am
 - ii. Student Session: 1 pm – 2 pm
 - Finance and Administrative Affairs Report | Wes Enterline / Russel Schmidt
 - i. Wes Enterline
 - 1. See USC Chair Report
 - Student Affairs Report | Karen Brueggeman/Jenny Clauer
 - i. Karen Brueggeman
 - 1. Tech Committee
 - a. WINS (People Soft); moving servers to Madison, not merging our instance with other universities; minimal impact to functionality
 - b. In the process of designing change on how users join the guest wifi
 - c. Let Karen know on any technology pain points
 - ii. Jenny Clauer
 - 1. Parking issue with new employee was resolved
 - a. Payroll deduction not available after January 1
 - At-Large Report | Pedro Aranda/Jill Gerber/Elizabeth Lamb
 - i. Pedro Aranda
 - 1. Power outage concerns – who to contact

- a. See [Emergency Guide](#)
 - ii. Jill Gerber
 1. Welcome Letters sent out to new employees & invited to monthly coffee clutch (first Wednesday of the month)
 2. Parking Committee Meeting
 - a. Back to same price for events (\$3 per person or stall)
 - UW-W at Rock County and Human Resources | Tanja Anderson
 - i. Tanja Anderson
 1. Duties have shifted
 2. Collegial dates are set - Feb 12 11:50 am – 12:40 pm & April 25
 3. Admin Council meeting soon about budget proposals
 4. Hiring Soccer Coach soon
6. Campus Committee Reports (upload committee updates a minimum of 24 hours prior to the meeting to the correct date folder at [T:\University Staff Council\USC Meetings-Council](#)):
- [Committee Reports in Constituency Reports above](#)
 - a. Audit, Review, Compliance and Ethics (ARCE) | Wes Enterline
 - b. Campus Landscape and Planning | Wes Enterline
 - c. Chancellor’s Inauguration Committee | Kat Bastien
 - d. Chancellor’s Committee on Inclusive Excellence | Kat Bastien
 - e. Chancellor’s Committee on LGBT* Issues | Elizabeth Lamb
 - f. Chancellor’s Committee on Student Success | Tamela Rocke
 - g. Chancellor’s Committee on Veteran and Service-Member Issues | Karen
 - h. Competition review Committee | Wes Enterline
 - i. James R. Conner University Center Board | Jenny Clauer
 - j. Chancellor’s Committee on Mental Health | Kat Bastien
 - k. Leadership Feedback Committee | Kat Bastien
 - l. Parking Committee | Jill Gerber
 - m. Rec. Sports Advisory Committee | Jill Gerber
 - n. Sexual Violence and Harassment Advisory Committee | **NEED REPRESENTATIVE**
 - o. Strategic Planning & Budget Committee (SPBC) | Wes Enterline / Tamela Rocke
 - p. Sustainability Advisory Committee | Wes Enterline
 - q. Titling Committee | Karen Brueggeman
 - r. University Compensation and Benefits Committee | Wes Enterline / Jill Gerber
 - s. University Technology Committee | Karen Brueggeman
7. Subcommittee Reports
- a. Bylaws | Wes Enterline
 - b. Elections | TBD
 - c. Employee Recognition | Karen
 - a. [Other Recognition efforts?](#)
 - d. Grant/Fundraising | Tamela Rocke
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e. Programming/Outreach | Karen

8. Other Business:

- Adjourned (11:03 am)
- Motion: Kat Bastien
- Second: Jenny Clauer

9. Next Meeting

- **Date:** March 7, 2024
 - **Time:** 9 am – 11 am
 - **Location:** UC 261
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