

April 20, 2016, 1:00-2:30 pm  
Sage Hall 2210

University Staff Council

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**Present:** Jodi Anthony, Pat Fannin, Heidi Frey, Tom Giesen, Lisa Goetsch, Dana Hartel, Marci Hoffman, Julia Hodgen, Michelle Highley, Sue Jaeke, Jill Reichenberger, Paul Van Lankvelt

**Excused:** Becky Beahm, Jenny Davies, Jess Kleier, Sarah Martin Kriha, Laurie Mishleau

**Guests:** Rebecca Habeck, Rob Clancy

**SAS Liaison:** Debbie Harris

**Admin Liaison:** Shawna Kuether

The meeting was called to order at 1:01 p.m. by President Goetsch

1. Approval of the Minutes of April 6, 2016

**MOTION: Moved to approve the minutes as amended by Hartel/Reichenberger. 1 Abstention. Approved**

2. Guest: IMC Advisory Council Update/Feedback – Jennifer Monroe, Mandy Potts, Peggy Breister  
The IMC staff shared that they have been asked to work on the charge and purpose this summer for their IMC Advisory Council. Discussion items included: Account Management Liaisons, consideration of putting instructional videos for projects online, a survey that will be coming out to gather further feedback from across camps, student and staff communication efforts, and the hopes to get the committee members determined right away this fall and move forward from there.

3. Reports

a. President's Report

- BOR – The request for upgrades to Reeve Union was approved, tenure decisions moving from System to campus level for approvals, consideration of a program discontinuation policy, students of color panel discussion, and a nice reception.
- Provost Administration Staff meeting consisted mostly of Strategic Planning Steering Committee updates and plans;
- May 13<sup>th</sup> will be the grand opening for the CLOW building;
- The most recent HR Forum went well, and she thanked council member Hartel for taking notes. The meeting was mostly related to salary equity;
- Salary Equity update; letters are scheduled to be mailed by the end of the month. All staff will receive a letter informing them if they receive an adjustment or not, and how they compare.
- The rumor related to outsourcing custodial services is just that, a rumor. It is not true.
- The budget continues to be challenging; the cuts set for years two and three are critical to achieve in order to help avoid layoffs.
- Limited Term Employees' (LTE's), now known as Temporary Employees continue to be evaluated. Consideration of offering health insurance, per the Affordable Care Act and other factors are under review.

b. Senate of Academic Staff Report (Debbie Harris) – (1) The instructional academic staff were not aware that they wouldn't be considered in this salary equity adjustment and that brought forward quite a few concerns; (2) The Chancellor was at their last Senate meeting, which was just after the release of the previous information, and he assured their senate that he would send out some information to all IAS the next day, and he did; and (3) Their professional development committee continues to be established.

c. Faculty Senate Report (Dana Hartel) – (1) Chancellor gave university updates at the meeting; speaking to the Board of Regents meeting, Strategic Planning, budget, tenure, and the great speakers on campus for social justice week; (2) APC items, including USP 2.1 were approved; (3) Workplace Expectation Policy review will now be a group effort including all staff governance groups; and (4) Dr. Bentivenga was elected as their President-Elect.

- d. Treasurer's Report (Michelle Highley)
  - USC Balance: \$94.43
  - USDAD Balance: \$4,341.46
  - Leadership & Development Balance: \$ 9,335.89
- e. USPDD Committee – (Jill Reichenberger) – Survey results have been reviewed and they showed overall that everyone was happy with the day and thought it went well. They were also happy to get a good response from staff that showed interest in being willing to help with the day in the future.
- e. Leadership Development Program (Jodi Anthony) – The application deadline is April 29<sup>th</sup>, consideration of which books to use, and an email that needs to go out to all supervisors are their next projects.
- f. Other Committee Reports –
  - A. Reichenberger reported that the Search & Screen for the AVC of Foundation is now complete for committee members, and the final names are under consideration before the final stages.
  - B. President Goetsch made the call for council members willing to serve on the Committee on Committees, and council members Jaeke, Hartel, and Highley volunteered.
  - C. Elections Committee Report – Election Results:
    - ii. Academic Affairs – (B-COB, COEHS, COLS, & CON) – Julia Hodgen
    - iii. Administrative Services (A- Areas all but facilities) – Jodi Anthony
    - iv. Administrative Services (B-Facilities) – Theresa Hopp
    - v. Student Affairs – Lisa Goetsch & Shirin Skifstad
    - vi. Advancement/Chancellor – Ricky Johnson

**MOTION: Moved to approve the election results by Van Lankvelt/Reichenberger. Passed Unanimously**

**USC 1516-18 The University Staff Council approved the election results**

- 4. New Business/Action Items –
  - a. USC Bylaws –

**MOTION: Moved to approve the revised bylaws by Reichenberger/Frey. Passed Unanimously**

**USC 1516-19 The University Staff Council approved their revised bylaws.**

- b. Consideration of being a Senate verses a Council – Discussion ensued

**MOTION: Moved to approve the name change of University Staff Council to University Staff Senate by Reichenberger/Hoffman. Passed Unanimously**

**USC 1516-20 The University Staff Council approved their name change to University Staff Senate.**

**MOTION: Moved to amend the bylaws update to include the name change by Hartel/Reichenberger. Passed Unanimously**

**USC 1516-21 The University Staff Council approved that the recent bylaws approval also include the name change from University Staff Council to University Staff Senate.**

- 5. Unfinished Business - None
- 6. Discussion Items – None
- 7. Information Items
  - A. Academic Calendars for 2017-2018, 2018-2019, 2019-2020, & 2020-2021
- 8. Next meeting – May 4, 2016 from 1:00–2:30pm in Sage 2210.

**MOTION: Moved to adjourn by Reichenberger/Hodgen at 2:10 p.m.**