

**Meeting Minutes**

March 15, 2017

1:00-2:30 pm, Sage Hall 2210

**Present:** Becky Beahm, Heidi Frey, Lisa Goetsch, Dana Hartel, Michelle Highley, Marci Hoffman, Theresa Hopp, Julia Hodgen, Ricky Johnson, Brian Klinger, Sarah Martin Kriha, Laurie Mishleau, Cindy Schultz

**Excused:** Jodi Anthony, Pat Fannin, Sue Jaeke, Shirin Skifstad

**Absent:**

**Guests:** Brandon Heise, Liz Whalley, Angelee Hammon, Jo Fenrich, Rebecca Habeck, Jessica Kleier, Greg Wypiszynski, Sabrina Johnson, Michelle Munns, Barb Rau, Sherry Boushele-Walter

**SAS Liaison:** Liz Bannenberg

**Admin Liaison:** Shawna Kuether - Absent

1. The meeting was called to order at 1:00 p.m. by President Hoffman
2. Guest: Student Success Collaborative Liz Whalley and Brandon Heise – Functionality, features and implementation timeline of the Student Success Collaborative were presented. Feedback was shared and questions were answered.
3. Guest: Work/Life Balance Committee – Barb Rau summarized the findings that were presented in the summary of the white paper written by their group. The senate gave feedback and a great discussion was held. Particularly items such as Compensation, Flexibility, and Workload issues were expressed with great concern. The study group will be transforming into the implementation team by the end of March and welcomed any additional input. The website related to this study group can be found at:  
<http://chancellor.uwosh.edu/chancellors-initiatives/chancellors-study-groups/chancellor-study-group-work-life-balance/>

4. Approval of the Minutes of February 15, 2017

**MOTION: Moved to approve the University Staff Senate meeting minutes of February 15, 2017 by Schultz/Martin-Kriha. Passed Unanimously**

5. Committee Reports

- a. Awards & Recognition Committee (Angelee Hammond) – Committee chairperson, Angelee Hammond, reported on the current committee rules and the necessary policy updates that were presented to the senate related to attendance and confidentiality.

**MOTION: Moved to approve the Awards & Recognition Committee Policies by Goetsch/Schultz. Passed Unanimously.**

**USS 1617-16 The University Staff Senate approved the Awards & Recognition Committee Policies.**

- b. President's Report –

- April 5<sup>th</sup> meeting – The full senate is invited to attend the executive committee meeting scheduled on April 5<sup>th</sup> where a guest from the IT Stakeholders group will be joining us to gather feedback from senators.
- IT policies approved at our last meeting have shown to have more changes needed to them and it would be best if we rescinded our vote of approval. Discussion ensued. The new policies are appropriate, but Senators were concerned that two sets of policies existed (this new version and older versions). Which do we follow? Also, a mediation process for those who are accused of violating the policies needs to be in place. At this time, the Senators voted to rescind our vote for those two reasons, specifically.

**MOTION: Moved to rescind the vote of approval for the IT Policies from the by Frey/Schultz. Passed Unanimously**

**USS 1617-17 The University Staff Senate approved the rescinding of resolution # USS 1617-15 (approval of**

the IT Policies).

- c. Treasurer's report:
  - 1. University Staff Council: \$589.71
  - 2. University Development & Appreciation Day: \$199.51
  - 3. University Professional Leadership & Development: \$3,878.82
- d. University Staff Professional Development Day – No report
- e. Faculty Senate Representative – Senator Hartel – No report due to meeting length.
- f. Senate of Academic Staff Liaison – Liz Bannenberg – No report due to meeting length.
- g. Other Committee Reports – None

6. Approval Items

- a. Committee Seats
  - 1. Dean of Graduate Studies Search & Screen: Lori Halstead and Mary Bartelt
  - 2. Elections Committee Members: Heidi Frey, Lisa Goetsch, and Jess Kleier
  - 3. LGBTQ Committee: Becky Beahm
  - 4. Awards & Recognition Committee: Michelle Highley and Melissa Giddings

**MOTION: Moved to approve the committee appointments by Hartel/Schultz. Passed Unanimously**

**USS 1617-18 The University Staff Senate approved the following committee appointments: (1) Dean of Graduate Studies Search & Screen: Lori Halstead and Mary Bartelt; (2) Elections Committee Members: Heidi Frey, Lisa Goetsch, and Jess Kleier; (3) LGBTQ Committee: Becky Beahm; (4) Awards & Recognition Committee: Michelle Highley and Melissa Giddings.**

- b. Conference on Shared Governance Resolution

**MOTION: Moved to approve the Conference on Shared Governance Resolution by Schultz/Hodgen. Passed Unanimously**

**USS 1617-19 The University Staff Senate approved the Conference on Shared Governance Resolution.**

- c. Workplace Conduct Expectations Policy

**MOTION: Moved to approve the Workplace Conduct Expectations Policy by Goetsch/Schultz. Passed Unanimously**

**USS 1617-20 The University Staff Senate approved the Workplace Conduct Expectations Policy**

- d. Bylaws Update

**MOTION: Moved to approve the Bylaws update by Hartel/Schultz. Passed Unanimously**

**USS 1617-21 The University Staff Senate approved the Bylaws Update.**

7. Discussion Items:

- a. Children in the Workplace Policy (Sabrina Johnson) – The new committee has finalized the updated version of the policy and it will be coming back for approval at an upcoming meeting.
- b. Tobacco Free Campus Policy - Consideration and discussion of a policy generated by OSA will be forthcoming.

8. Information Items

- a. UW System Sexual Violence & Harassment Awareness, Prevention, & Response website:  
<https://www.wisconsin.edu/sexual-assault-harassment/>
- b. Senator Schultz will be sending out grant related information soon.

9. Next meeting – Wednesday, April 19, 2017, 1-2:30 pm in Sage 2210.

10. Adjournment

**MOTION: Moved to adjourn by Hartel/Johnson at 2:30 p.m. Passed**

April Dutscheck,  
Recording Secretary