

**Meeting Minutes**  
**November 8, 2017**  
**1:00-2:30 pm, Sage Hall 2210**

**Present:** Jodi Anthony, Heidi Frey, Lisa Goetsch, Dana Hartel, Michelle Highley, Marci Hoffman, Theresa Hopp, Julia Hodgen, Sue Jaeke, Ricky Johnson, Sarah Martin Kriha, Laurie Mishleau, Shirin Skifstad

**Excused:** Becky Beahm, Jennifer Davies

**Guests:** Chancellor Leavitt, Karl Loewenstein, Anne Milkovich, Liz Whalley

**SAS Liaison:** Liz Bannenberg

**Admin Liaison:** Laurie Textor

1. The meeting was called to order at 1:00 p.m. by President Jaeke
2. Guests:
  - a. Chancellor Leavitt - University Updates - The Board of Regents vote tomorrow to consider moving forward with the proposed restructuring. This will then lead to quite the sequence of events. Next week the Chancellor is scheduled to meet key staff at both UW-Fox Valley and UW-Fond du Lac for public forums, meetings, and campus tours. Martin Rudd will be the key Strategic Officer for the work between our three campuses, and Anne Milkovich will serve as his backup and second at all the meetings, and as the voice for UWO. Chancellor spoke to a variety of implementation and overview workgroups that will be established to help gather feedback from all areas of campus and that key functional leaders are involved in for this transition. July 1, 2018 is the first critical date of which administrative roles will fall under UWO. Chancellor made it clear that we need to be generous, supportive and welcoming to our new institutions. Both identity and culture will take several years to merge, but it will stay an important process.
  - b. Karl Loewenstein - University Resource Alignment Committee Update - Dr. Loewenstein reported that the committee is in their gathering feedback stage of the work. He started out by thanking all of the committee members for their hard work. The goals, values and criteria are essential to making sure this process is done correctly. This is a data informed process, not a data driven process. The recommendations that their committee determines will be public and transparent. Senators were asked to look over the materials shared with them and give any feedback. The criteria established by the committee was covered, and it was noted that the budget process may overlap some but it will be in a complementary way, as budget is more numbers and this process is more questions and function. They are scheduled to present to the Chancellor's Administrative Staff and Leadership Council, and have held campus open forums. They have established that areas/programs will receive two scores, one for resource recommendations and one

for categorizing. Dr. Loewenstein recommended that everyone visit the website and continue to share any additional feedback and to keep an eye on their progress as well.

Website shared: <http://strategicplan.uwosh.edu/plan/university-resource-alignment/>

3. Approval of the Minutes of October 11, 2017

**MOTION: Moved to approve the minutes of October 11, 2017 as amended by Hartel/Johnson. Passed Unanimously**

4. Committee Reports

a. President's Report –

- i. UW Oshkosh Merger - Implementation Work Committees - Updates covered by the Chancellor.
- ii. Titling and Total Compensation Update - The report has gone to the Chancellor's direct reports for their information. They have held an HR Connections meeting and will be sending it to System soon for review as well. Next they will be working on job leveling and then assessing all the benefits we currently receive. As they review the benefits, our 33 peer universities will be used in the benchmarking and comparison.
- iii. Summary of Supervisor Training (Managing Work Hours) - Overall it was a great training session and a lot of new learning seemed evident. Laurie Textor met with the Vice Chancellors as well to be sure that misunderstandings were cleared up for supervisors that report to them. It was made clear that evaluations are critical and that open lines of communication are understood.

b. Treasurer's report:

- i. University Staff Senate: \$ 619.98
  - ii. University Development & Appreciation Day: \$117.18
  - iii. University Professional Leadership & Development: \$4,009
- c. Faculty Senate Representative - Senator Hartel noted that the only thing not covered yet was that the running of the Budget Shadow year has been postponed until the hire of a new employee to oversee it.
- d. Senate of Academic Staff Liaison - All updates covered already.
- e. Other Committee Reports - None
- f. University Staff Professional Development Day – No Report

5. Approval Items

- a. Committee appointment: Marketing Committee - Shawn Stephany

**MOTION: Moved to approve the committee appointment of Shawn Stephany to the Marketing Committee by Skifstad/Goetsch. Passed Unanimously**

**USS 1718-04 The University Staff Senate approved the following committee appointment:  
Marketing Committee-Shawn Stephany.**

b. Policy on Policies

**MOTION: Moved to approve the Policy on Policies by Johnson/Skifstad. 1 Opposition  
Passed**

**USS 1718-05 The University Staff Senate approved the Policy on Policies.**

c. IT Acceptable Use Policy

**MOTION: Moved to approve the IT Acceptable Use Policy by Goetsch/Hartel. 1 Abstention.  
Passed**

**USS 1718-06 The University Staff Senate approved the IT Acceptable Use Policy**

6. Discussion Items:

- a. Celebration of Lights - This year there will be no free sweatshirts. Instead the bookstore will be giving a free UWO ornament and a 25% off coupon to those that volunteer. Discussion led to opening up the volunteer opportunity to all employees, not just university staff.
- b. Children in the Workplace Policy Update - A revised draft is being worked on and then it will come before each governance group for consideration again.

7. Announcements from Senators - None

8. Next meeting – Wednesday December 13, 2017.

Guests: AVC for Administrative Services, James Fletcher

9. Adjournment

**MOTION: Move to adjourn by Anthony/Mishleau at 2:34 pm.**

Recording Secretary,  
April Dutscheck