

**Meeting Minutes**  
**November 14, 2018**  
**1:00-2:30 pm, Sage Hall 2210**

**Present:** Lisa Goetsch, Dana Hartel, Michelle Highley, Julia Hodgen, Fran Holzmann, Theresa Hopp, Sue Jaeke, Donna Johnson, Ricky Johnson, Jessica Kleier, Lori Knudsen, Judy Lloyd, Jill Reichenberger, Cindy Schultz, Deanna VanderWielen

**Excused:** Laurie Mishleau, Sarah Martin Kriha

**Absent:** Tracy Schwartz

**Guests:** Martin Rudd, Shirley VanOrnum

**SAS Liaison:** Liz Bannenberg

**Admin Liaison:** Shawna Kuether

1. The meeting was called to order at 1:00 p.m. by President Johnson
2. Guest: Assistant Vice Chancellor for Access Campuses, Martin Rudd - Restructuring Update  
AVC Rudd gave a brief background on the whole Restructuring process since it started last fall with the announcement from System. Since this spring, our three campuses have formed 36 working groups and 8 major functional team leads. These groups have done a vast amount of work and are meeting frequently to assure discussions and decisions are being held as needed. Campus wide committee structures, governance body structures, and policies are being considered and determined as we move forward. Other highlights included budget lines, accreditation needs, academic calendars and other key working projects continue to make headway. He thanked everyone that has worked in so many ways on this whole process, including the consultants, and reminded them that this may take several years to have it seem even close to a norm, but it will come.  
There is a Restructuring website online, which can be found at:  
<https://uwosh.edu/restructure/>
3. Approval of the Minutes of October 17, 2018

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

**Passed**

4. Committee Reports
  - a. President's Report – President Johnson reported on the following items:
    - i. Conference on Shared Governance - The Ethics Code Committee, that hasn't been used in years, will be reestablished as this committee is made up of shared governance leaders, which is basically the same as the Shared Governance Leaders Committee. The graduate student working on the task of the handbook is doing a great job and continues to work on an ideal way to have it all organized.

- ii. Provost Administrative Staff - Highlights included: HLC follow up discussion, and updates on electronic file-sharing for promotion, tenure, etc.
- iii. Shared Governance Leaders - Noted above.
- iv. Leadership Council - (Goetsch) - The Service and Therapy Animal Policy was presented, and Chancellor Leavitt gave university updates related to: Enrollment and retention, and Provost duties. An Equity ScoreCard Presentation was given by Sylvia Carey-Butler and Jordan Landry.
- v. USS System Representatives meeting - An update on Shared Services and their services was most of the meeting. Centralizing the following services is being considered: HR, procurement, and IT.
- vi. Ray Cross - USS Reps (Goetsch) - President Cross met with university staff representatives only in a special meeting, and he wants to be sure university staff are included in shared governance across the system as we continue to move forward.

- b. Treasurer's report: No report
- c. Faculty Senate Representative – (Jaeke) - Chancellor Leavitt shared university updates to their senate, they approved APC items, committee appointments, and discussed possible models for their full senate with inclusion of the access campuses.
- d. Senate of Academic Staff Liaison - (Bannenberg) - Meeting highlights included: They had Provost Koker at their meeting, where he discussed the IPAR process, URA updates, budgetary questions, and continued improved transparency.
- e. Access Campuses Report - (Holzmann) - Collegium was included in the HLC document. It will continue but we don't know what it will look like.
- f. Restructuring Committee - Continued work on committees structures.
- g. Other Committee Reports - Senator Jaeke reported that the University Resource Alignment (URA) is summarizing the academic programs, and then the administrative programs are set for March. Senator Goetsch reported that for the Celebration of Lights the city has generated the volunteer sign up form/sheet this year and appears to have already sent it to previous workers.

## 5. Approval Items

- a. Bylaws

**NO action made. The senate decided to have the grammatical changes and a few clarifications fixed, and then brought forward to the next meeting for approval.**

- b. Handbook Change - Faculty Development Board

**MOTION: Moved to approve the Handbook Change for the Faculty Development Board by Lloyd/Reichenberger. Passed**

**USS 1819-05 The University Staff Senate approved the Handbook Change for the Faculty Development Board.**

b. Committee Appointments:

i. IT Advisory Committee - Tracie Schlaak (2-yr)

**MOTION: Moved to approve the committee appointment by Hartel/Rechenberger. Passed Unanimously**

**USS 1819-06 The University Staff Senate approved the following committee appointment: IT Advisory Committee- Tracie Schlaak.**

b. Committee Appointments:

i. Budget Process Committee - Julia Hodgen

**MOTION: Moved to approve the committee appointment by Goetsch/Schultz. 1 Abstention, Passed.**

**USS 1819-07 The University Staff Senate approved the following committee appointment: Budget Process Committee - Julia Hodgen**

6. Discussion Items:

a. Service and Therapy Animal Policy - Discussion included: Hopes to have this posted online for access, as well as sent out to campus for information.

b. Committee Structure Recommendations - No changes to the committees that were presented from the Restructuring Committee: Graduate Council, Reeve Advisory Council, Radiation Safety Committee, and Institutional Animal Care Committee. It was noted that the recommendations that come through will be sent to the Chancellor and AVC Rudd for consideration next prior to requesting approval from senate bodies and handbook updates.

7. Announcements from Senators -

a. Senator Schultz inquired about building classes and additional responsibility that could tie into the restructuring as we merge academic calendars and the possibility to be sure we have classes for the access campus faculty too if needed. It was noted that this hasn't been determined fully yet.

b. Senator Hopp inquired about protocol on how to deal with events, such as what happened with the robbery at Reeve Union. Custodial Staff haven't been trained for situations and would like to have this considered for safety and other reasons. It

was shared that communication from the police department would have been better had it been sooner.

8. Information Items - None

9. Next meeting – December 12, 2018, Sage 2210  
Guest: VC Cheryl Green - Enrollment Updates

10. Adjournment

**MOTION: Moved to adjourn by Reichenberger/ Lloyd at 2:17 pm.**

April Dutschek,  
Recording Secretary