

**Meeting Minutes**

December 11, 2019

1-2:30 pm, Sage Hall 2210

Present: Lisa Goetsch, Dana Hartel, Fran Holzmann Sue Jaeke, Ricky Johnson, Jessica Kleier, Bob Knudsen, Lori Knudsen, Linda Koon, Judy Lloyd, Sarah Martin Kriha, Amy Ready, Jill Reichenberger, Cindy Schultz, Deanna VanderWielen

Excused: Michelle Highley, Tom Romanowski

Absent:

Guests:

SAS Liaison: Jennifer Bonack

Admin Liaison: Shawna Kuether

1. The meeting was called to order at 1:02 p.m. by President Goetsch.

2. Approval of the Minutes of November 13, 2019.

**MOTION: Lloyd/Schultz moved to approve the November 13, 2019 minutes as amended.  
Passed**

3. Committee Reports

- a. President's Report – President Goetsch reported on the following items:
  - i. Chancellor's Administrative Staff meeting – President-Elect Kleier attended and reported: Budget updates were shared, and discussion was held related to the Voluntary Retirement Incentive Program.
  - ii. Chancellor's one-on-one meeting – President Goetsch asked Senators if they had anything they would like inquired about at their upcoming meeting with the Chancellor. Senator Schultz asked about the safety updates that campus employees receive and the slower rate at which they seem to be sent out.
  - iii. System Representatives Meeting – Senators were asked for feedback to share with relation to the search and screen committee for the next System President. Items included: Challenges that this next President will face - continuation of budget and funding, morale issues, and Legislature. Attributes that are key: flexibility, communicates well, strong voice, and accountability to self and colleagues.
  - iv. Leadership Council - Discussion items included: Test optional admission consideration and establishing hours for buildings on campus.
- b. Treasurer's report:
  - i. University Staff Senate: \$ 10,551.66
  - ii. University Development & Appreciation Day: \$ -2,462.12
  - iii. University Professional Leadership & Development: \$ 4,753.00
- c. Faculty Senate – Senator Jaeke – Highlights included: Feedback for search criteria (similar to what was just done), The Senate of Academic Staff website is being updated; OSA has been working on three big items: (1) Blue safety light updates; (2) carbon neutrality; (3) campus tours. In addition to those, they also reported that the UWO Go transit system will be receiving a handicap accessible vehicle soon. The Faculty Senate have a committee looking into the process for the Administrator Evaluation Committee and how to move forward as they consider the past practices. They also have a task force working on Student

Opinion Surveys (SOS) and campus improvements for the process, including working with their Improvement of Instruction Committee.

- d. Senate of Academic Staff – Jennifer Bonack – Updates: Reports as usual, updating their Senate website, policies coming through the process, Provost attended as a guest for university updates, and a discussion held related to the test optional standards.
- e. Access Campuses – Senator Holzmann (FOX): VC Green visited their campus providing them with enrollment updates, options, and a discussion. The UWO Police visited Fond du Lac campus giving updates and encouraging everyone to sign up for Titan Alerts and what they have to offer.
- f. Administrative Representative – Shawna Kuether –
- g. Other Committee Report – Senator Schultz reported that she has received three grant applications for the Ellie Maslowski fund so far.

4. Approval Items

- a. Committee Appointments: (1) S&S for AVC for Inclusive Excellence – Jennifer Leichtfuss; (2) LGBTQ – Amanda Bain

**MOTION: Martin Kriha/Jaeke moved to approve the committee appointments. Passed Unanimously**

**USS 1920-12 The University Staff Senate approved the following committee appointments: (1) S&S for AVC for Inclusive Excellence – Jennifer Leichtfuss; (2) LGBTQ – Amanda Bain.**

- b. Grievance Policy [*Stage 4 – Recommendation*]

- c. Merit Policy [*Stage 4 – Recommendation*]

**MOTION: Lloyd/Holzmann moved to approve the Merit & Grievance Policies. Passed Unanimously**

**USS 1920-13 The University Staff Senate approved the Merit & Grievance Policies.**

- d. Salary Adjustment Guidelines [*Stage 3 & 4*]

**MOTION: Hartel/Lloyd moved to consider the Salary Adjustment Guidelines at their first reading. Passed Unanimously**

**MOTION: Schultz/Hartel moved to approve the Salary Adjustment Guidelines as amended. Passed Unanimously**

**USS 1920-14 The University Staff Senate approved the Salary Adjustment Guidelines.**

- e. Handbook Change Form Request: Compensation Committee Composition [*Stage 3 & 4*]

**MOTION: Jaeke/Lloyd moved to consider the Handbook Change Form Request: Compensation Committee Composition at its first reading. Passed Unanimously**

**MOTION: Schultz/Hartel moved to approve the Handbook Change Form Request: Compensation Committee Composition. Passed Unanimously**

**USS 1920-15 The University Staff Senate approved the Handbook Change Form Request: Compensation Committee Composition.**

5. Discussion Items - None
  
6. Announcements from Senators -
  - b. Senator Schultz asked if JOCER has set a date yet for approving the pay plan. Frustrations were expressed as many anxiously await and continue to be upset with more administrative hires, while so many others wait on a raise.
  - c. Senator Jaeke reported that one of the factors for the drop in student enrollment numbers is simply the fact that so many students come ill-prepared. As much as their office reaches out to them once they drop, they can still only reach so many.
  
7. Information Items - None
  
8. Next meeting – January 15, 2020, Sage 2210 at 1 pm.
  
9. Adjournment

**MOTION: Lloyd/Martin Kriha moved to adjourn at 1:52 p.m. Passed Unanimously**

April Dutschek,  
Recording Secretary