

Meeting Minutes

November 11, 2020

1-2:30 pm, Microsoft Teams Meeting

Present: Elizabeth Bloedow, Lauren Burgbacher, Lisa Goetsch, Michelle Highley, Fran Holzmann, Ricky Johnson, Linda Koon, Judy Lloyd, Sarah Martin Kriha, Kristina Mosley, Cindy Schultz

Excused: Dana Hartel, Amy Ready

Absent: Theresa Hopp, Bob Knudsen, Lori Knudsen, Sean Murphy, Tom Romanowski

Guests: Damira Grady

SAS Liaison: Jennifer Bonack

Admin Liaison: Shawna Kuether

1. The meeting was called to order at 1:00 p.m. by President Goetsch. She noted her appreciation to service members by acknowledging Veteran's Day.
2. Guest: Damira Grady – AVC for Inclusive Excellence and Chief Diversity Officer – Welcome and Introduction. AVC Grady thanked Senate for having her and went over her plan and hopes to get to know campus members, spend time assessing the needs, and generate a focus plan to help both students and staff. She noted that she would like to meet with a variety of campus committees, groups, and employees in her efforts. She then asked what this shared governance group encompasses and asked how she can help in any way.
3. Approval of the Minutes of October 14, 2020.

MOTION: Schultz/Mosley moved to approve the minutes. Passed Unanimously

4. Committee Reports

- a. President's Report – President Goetsch reported on the following items:
 - i. Provost Administrative Staff – Highlights included: SOS policy updates, Student Conduct processes for students not getting tested for COVID as required, and the final report following the Greys workshop was just recently submitted.
 - ii. Leadership Council – The meeting was brief covering COVID updates.
 - iii. Chancellor Administrative Staff – UWO was recently credited for the COVID testing site, general compliance of students, and the upcoming additional testing site. IT has a new program to track issues and the implementation of the program will run this coming spring. It was reported that our financial situation is stable, and the upcoming single pay for all employees is set to begin in January 2021.
 - iv. State Representatives meeting – The University Staff portion of that meeting talked mostly about the upcoming single pay implementation. System President Thompson was set to meet with them but had to cancel. A few campuses in the system have done some outsourcing and are considering layoffs, so we are sitting pretty good.
 - v. Conference on Shared Governance meeting – Covered COVID testing on campus and the System news that UWO is one of the few campuses going into the spring semester without a budget deficit.

- b. Treasurer's report –
 - 1. University Staff Senate: \$ 10,327.31
 - 2. University Development & Appreciation Day: \$ -2,520.39
 - 3. University Professional Leadership & Development: \$ 4,753.00
- c. Faculty Senate – No report
- d. Senate of Academic Staff – Jennifer Bonack – Highlights included: It was a short meeting, VC Fletcher had to reschedule being at their meeting, DUO reminders, and an update on the Veterans day toy drive.
- e. Access Campuses – Senator Holzmann (FDL): UMC came to their last Collegium and encouraged story submissions on students and staff alike. Their numbers were high for Early Alert, so they are focusing on more ways to help students. They were approved to hire two tenure track positions, one for chemistry and one for psychology. Bloedow (FOX) Campus: They have also had high alert numbers and have been offering additional tutoring as needed. Advising has been busy getting students enrolled for spring semester, which is a good sign.
- g. Administrative Representative – AVC Kuether – A reminder that the Single Pay transition is set to begin for all employees in January. That means all employees are set to be paid bi-weekly. The only change for university staff will be the split deduction will now be done equally. This is a bigger change for faculty and academic staff than university staff. HR will be mailing home flyers to help educate those that need to update personal finances and is also hosting a town hall to answer questions and speak to upcoming changes and any questions.
- h. Other Committee Report – None

6. Action/Approval Items

- b. Handbook Change Form –

MOTION: Johnson/Schultz moved approval of the Handbook Change Form. Passed Unanimously

USS 2021-01 The University Staff Senate approved the Handbook Change Form.

- c. Committee Appointments:

- 1. Gender Equity Council – Brooke Berrens
- 2. Parking Appeals Committee – Cindy Schultz & Linda Koon
- 3. Reeve Advisory Council – Kristina Mosley

MOTION: Johnson/Holzmann moved to approve the committee appointments. Passed Unanimously

USS 2021-02 The University Staff Senate approved the following committee appointments: Gender Equity Council -Brooke Berrens; Parking Appeals Committee-Cindy Schultz & Linda Koon; Reeve Advisory Council – Kristine Mosley.

7. Discussion Items –

- a. Celebration of Lights Reminder – Volunteers are still welcome; please use the form that was sent out to sign up. President Goetsch thanked Senator Schultz for all her work on this event.

- b. Senators were reminded that their performance reviews updates were due by Nov. 1st and that the next step (Self Evaluations) will be due by January 1st. Further communication and reminders will be sent out in December. The whole program seems to be going well and is being well accepted.

- 8. Items from Members –
 - a. Senator Schultz inquired about the availability of our facilities senators to attend the meeting.
 - b. University Staff Professional Development Day Update – With COVID, this event may need to be canceled. The executive committee has been discussing ways to recognize the hard work of university staff across campus and what possible gift(s) could be given out to all university staff.

- 9. Information Items – None

- 10. Next meeting – December 9, 2020

- 11. Adjournment

Meeting adjourned at 1:49 p.m.

April Dutschek,
Recording Secretary