

**Meeting Minutes**

October 13, 2021

1-2:30 pm, Microsoft Teams Meeting

Present: Brooke Berrens, Elizabeth Bloedow, Lauren Burgbacher, Fran Holzmann, Ricky Johnson, Judy Lloyd, Sarah Martin Kriha, Sean Murphey, Amy Ready, Tom Romanowski, Patricia Schrader, Cindy Schultz

Excused: Julia Hodgen, Theresa Hopp, Lesa Jorgensen, Linda Koon

Absent: Bob Knudsen, Lori Knudsen

Guests: Provost Koker, Gina Schiavone, Joshua Christensen, Kimberly Hansen, Miranda Ridener

SAS Liaison: Liz Christopher

Admin Liaison: Shawna Kuether

1. The meeting was called to order at 1:00 p.m. by President-Elect Burgbacher
2. Guest – Provost Koker – Provost shared a PowerPoint called 'UWO Investments Snapshot' that covered the Ongoing Investments; One-Time investments; and Grand Total of investments as we move forward. He then answered questions from Senators and thanked them for having him as a guest.
3. Approval of the Minutes September 22, 2021  
***Minutes stand approved as amended.***
4. Committee Reports
  - President's Report – President-Elect Burgbacher shared an electronic copy from President Koon that covered the following from meetings she has attended
  - United Way Campaign – The Oshkosh United Way campaign will be starting soon – watch for emails
  - The Strategic Planning committee is meeting and plans to present their plan to shared governance groups in April.
  - Fall enrollment numbers are in. The percentage of students is down at each campus, but that was not unexpected.
  - The Covid Dashboard is currently showing 25 active cases on campus with a 7-day aggregate of 1.1%. The vaccination rate is currently 72% for students and 77% for staff. That dashboard is updated weekly.
  - The University plans on requesting approval for a 2% increase for Graduate tuition. Graduate assistantship stipends will likely be raised then.
  - We still have open University Staff Rep positions on Reeve Advisory Council and Faculty Senate. Please let April or myself know if you are interested in either position.
  - On-going Searches:
    - Dean of College of Nursing – The profile is almost complete and then will be posted.
    - Dean of COLS – The search committee is giving feedback on candidates brought to campus.
- b. Treasurer's report
  1. University Staff Senate: \$ 10,628
  2. University Development & Appreciation Day: \$-140.53
  3. University Professional Leadership & Development: \$ 4,753.00

- c. Faculty Senate – (Koon) - An election was held for an executive committee at-large position, and Senate Manning won the seat. A discussion took place on the composition and membership of the Academic Policies Committee.
- d. Senate of Academic Staff – (Representative Christopher) – Discussion included updating handbook language to include Collegium from each access campus, and search and screen updates that were already shared.
- e. Access Campuses – Senator Bloedow (FOX) – Updates: Student government held elections to fill some seats and they are doing a giveaway to encourage them to vote. Their campus transfer fair is coming up soon, they held their 'Chalk to Fox event', hosted a scholarship lunch to celebrate those that won, early alerts will be coming out soon, and they are hosting a food drive to collect 500 items before November 5<sup>th</sup>.  
Senator Holzman (FDL) - Updates: They are working on strategies to increase enrollment, early alert updates shared, working on curriculum and ways to offer more Quest courses as they build the spring classes, also hosting events that include: Bingo, Student Governance food drive that they are targeting 150 items for the 150<sup>th</sup> year celebration. The drive not only includes food, but also other kitchen items that can be used.
- g. Administrative Representative – AVC Kuether – No formal updates to share at this time, but happy to answer any questions. Stay posted on TTC and pay plan communications.
- h. Other Committee Report – None

5. Action/Approval Items –

- a. Bylaws Review Committee – Patty Schrader, Lisa Goetsch, Fran Holzman, Julia Hodgen

**MOTION: Schultz/Ready moved to approve the Bylaws committee members. 12 Yes, Passed**

**USS 2122-02 The University Staff Senate approved the following Bylaws Committee members: Patty Schrader, Lisa Goetsch, Fran Holzman, and Julia Hodgen.**

- b. Awards & Recognition Committee Process - Revisions

**MOTION: Schraeder/Holzmann moved to approve the revisions to the Awards and Recognition Process. 12 Yes, Passed**

**USS 2122-03 The University Staff Senate approved the revisions to the Awards and Recognition Process.**

6. Announcements from Senators –

- b. Senator Schultz reminded everyone that applications to the Ellie Maslowski scholarship are due November 7<sup>th</sup>.

7. Discussion Items

- a. Handbook/Policy Update - GOV 6.2 University Staff Section Item will need to be updated as we transition the handbook into a new updated policy website for campus.

- b. University Staff Senate Professional Development Day – Discussion included how to include all three campuses, meals, sessions, hybrid options, and how to move forward as we consider all aspects.
8. Information Items
  - a. Length of Service Recognition – Senator Schultz reported that they met over the summer and shared a proposal to the Chancellor. They asked for consideration to have this incorporated into opening day are awaiting his response.
9. Next Meeting: November 10, 2021
10. Adjournment

**Meeting adjourned at 1:40 p.m.**

April Dutscheck,  
Recording Secretary