

**UW-Extension, Cooperative Extension  
Classified Staff Advisory Council (CSAC) Agenda  
Tuesday, September 15, 2009 9:30-11am Extension Building, Rm. 102**

**AGENDA:**

1. Roll Call
2. Review meeting agenda and discuss/approve meeting minutes
  - August 27 (attached)
3. Committee Updates
  - Respectful Workplace – Howard Fenton
  - HR – Kathie Bennett, Chad McClure
  - “Classified” Communications – Cathy Crandall
4. Officer Reports
  - Chair – Judy Ballweg
    - Stepping down as Chair, Resigning my 4H/YD and FLP position
    - Who will take on the Chair’s responsibilities?
    - Will be attending the CSO Conference, September 23
    - Taping of Rick Klemme’s opening remarks
    - Luncheon Remarks, Award Presentation, Yvonne Horton’s attendance
    - Fall 2009 Council Election
      - ✓ Lisa Lake has agreed to take the lead on the election process.  
--Are there volunteers who would like to work on the election process?
      - ✓ Nomination Timeframe – September 28-October 5, 2009  
--brainstorm individuals we can contact directly for nominating
      - ✓ Voting Timeframe – October 12-23, 2009  
--Nomination Form (see attached)  
--Zoomerang – www.
      - ✓ Newly Elected Council Members – appointment begins November 16, 2009 or January 1, 2010?
  - Vice Chair – Lisa Lake
    - CSO Conference Update
  - Secretary – Donna Faulkner
  - Treasurer – Chad McClure
5. Expectations/Responsibilities of Council Members in this time of transition
6. Future Business / Running List....
  - Logo
  - Website maintenance
  - Follow up survey to evaluate the Council and/or work of CSO ... suggestions?  
--Revisit UW Oshkosh website for ideas/modeling
  - Meaningful Performance Reviews (work on developing a 360-degree tool)
  - Financial Support for CSO:
    - Fundraisers
    - Grants
    - Dean’s Office
    - Subcommittee to address finances

New Council priorities:

- Council participate in DISC Indra, Team Dimensions exercise?

- Meeting with Dean/Associate Dean
  - Issues
  - Concerns
  - Questions
- Annual Council Presentation at CEAC?
- Coffee with Gary Mitchell?
- Revisit raw data compiled at first statewide meeting, February 13, 2007
  - Double check that concerns/ideas/suggestions have been noted and appropriate action taken.

**Future Meeting Dates/Times (2009):**

October 20, 9:30-11am

November 17, 9:30-11am