

**CLASSIFIED STAFF ADVISORY COMMITTEE (CSAC) MEETING
TUESDAY, NOVEMBER 17, 2009 9:30-11:00AM
102 UW-EXTENSION BUILDING**

Attending: Kathie Bennett, Cathy Crandall (via Wisline), Donna Faulkner, Howard Fenton,
Lisa Lake (via Wisline), Chad McClure, and Lauren Reemsnyder

To Do List

- Lisa will continue her efforts to contact Gary Mitchell, President of AFSCME, and request an appointee. If necessary, Donna Faulkner offered to continue efforts beginning in January.
- Donna Faulkner, Kathie Bennett, and Lauren Reemsnyder will meet in December to develop options for a new model and present them in January.
- Howard Fenton will ask previous CSO Conference attendees in a Zoomerang survey if implementing a registration fee would it impact their ability to attend the conference.
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Call to order by Interim Chair/Vice Chair Lisa Lake at 9:32AM.

- Reviewed agenda.
- Minutes from the October 20, 2009 CSAC meeting will be distributed for approval at the January 20, 2010 meeting.

Roll call and introductions

Lisa Lake

- Introductions were made around the room and via Wisline.
- Congratulations to Donna Faulkner and Lauren Reemsnyder, who were elected to two-year terms on CSAC. Terms are from January 1, 2010-December 31, 2011.

Officer Reports:

• Interim Chair/Vice Chair

Lisa Lake

- It has been noted that the bylaws include the following statement: “Vacancies on the Council occurring between elections will be filled by appointment. Appointment of classified staff to fill a vacancy will be determined by a consensus of the Council members.” How is this interpreted?
 - With the recent election of Donna Faulkner and Lauren Reemsnyder, there will be six elected CSAC members as of January 1, 2010. The bylaws allow for five to seven elected members plus one non-voting Union appointee. With one open position, do the bylaws allow for a person to be appointed by CSAC members to a two-year term?
 - Discussion followed, with the following two options: First, that a person can be appointed by CSAC members without an election, and second, that there is not a “vacancy” as there are five or more elected members.
 - It was decided to table this discussion until the January 20, 2010 meeting.
 - Lisa Lake also noted that Jennifer Lord will not continue as the AFSCME representative to CSAC. Lisa will continue her efforts to contact Gary Mitchell, President of AFSCME, and request an appointee. If necessary, Donna Faulkner offered to continue efforts beginning in January.
- Suggestion has been made that CSAC may choose to reevaluate its model. This may include topics such as structure of CSAC, meetings per year, committee representation, CSAC plan of work, etc. Many Classified Staff Organization (CSO) and CSAC members are feeling stretched, and potential CSAC members may not feel they can devote so much time. It also may be a way to involve more CSO members in CSAC and CSAC committees.

- Are contacting nominees, nominators, and reviewers to gain input in the process for the Cooperative Extension Classified Staff Award for Excellence. Will report on findings at the January CSAC meeting.
- Human Resource Development Chad McClure
 - Have not met.
 - Suggestion has been made to create a newsletter or “e alert” for information and articles of interest to CSO members.
 - Questions rose as to who would create and distribute a newsletter, noting the time it would take.
 - Donna Faulkner suggested that a true newsletter not be created, but emails be sent to CSO members with a teaser and link to the CSO website with the full information. This would allow for CSAC and each committee to submit articles to the website for updating and encourage CSO members to reference the website regularly.
- “Classified” Communications Cathy Crandall
 - Have not met.
 - Working with Pam Seelman on the CSO logo. Still some decisions to make before presenting it to CSAC.

Liaison Reports

- ALSC Howard Fenton
 - Next meeting is in December.
- CEAC Lisa Lake
 - Met October 29-30, 2009.
 - One focus was how to work with different generations, which was well presented.
- HR Network Chad McClure and Kathie Bennett
 - Have not met.

The next CSAC meeting is scheduled for **Wednesday, January 20, 2009** from 9:30-11:00AM.

It was moved by Lisa Lake to adjourn the meeting at 10:44 AM, seconded by Cathy Crandall. Motion passed.

Respectfully submitted,
 Donna L. Faulkner, Secretary
 Classified Staff Advisory Committee (CSAC)