

Classified Staff Organization

Mission Statement:

The University of Wisconsin-Extension, Cooperative Extension Classified Staff Organization exists to promote a positive professional environment for all classified employees (represented, non-represented, limited term and project appointment); to encourage informed communication, professional development and collective decision-making; and to serve as advisors to the Cooperative Extension Dean and Director on matters of interest to classified staff.

The organization promotes a spirit of trust, respect and equality among all members of the Extension community while supporting Cooperative Extension's mission.

- **September 2005:** Classified staff gathered at the Cooperative Extension Annual Conference.
- **May 2006:** Associate Dean called out to classified staff to explore the creation of a council – exploratory group was formed.
- **July 2006 :** We now have a LISTSERVE ☺
- **January 2007:** Cooperative Extension's Dean and Associate Dean invite all classified staff to discuss their interest in forming a Cooperative Extension Classified Staff Advisory Council.
- **Initial Gathering Set-** February 13, 2007 - Pyle Center in Madison
- **February 2007:** Classified staff and administration gather to discuss the possibilities of the creation of a Classified Staff Advisory Council.
- **February 2007:** Our initial planning team conducts internal search for a group facilitator: Deb Jones is honored to help our organization move forward.
- **March 2007:** Classified Staff Café Discussions with Deb Jones
- **May 2007:** Classified Staff Advisory Committee Planning Team.
 - Outcomes
 - D2L site in development
 - Consensus built for core group and subcommittees
 - Call for representation-Core Group and subcommittees:
 - Core Group/Steering/Leadership
 - Communications/Technology**
Charge- *Use technology innovatively to build a cohesive group.*
 - Human Resource Development**
Charge- *Provide resources and advocacy, in particular mentoring and professional development, for UW-Extension, Cooperative Extension classified staff.*
 - Respectful Workplace**
Charge- *Provide resources and advocacy, in particular mentoring and professional*

development, for UW-Extension, Cooperative Extension classified staff.

- **May 2007:** Core Group/Steering/Leadership Committee.
 - Outcomes-
 - Official Name: Classified Staff Advisory Council
 - Structure: Council and three subcommittees
 - Initial “Core Group” will not be permanent
 - Region/Title survey was conducted of all classified staff
 - Council members will be represented on each of the three subcommittees
 - Continue partnership/advisory connections with the Dean’s office

- **Classified Staff Organization (CSO) Structure:**
 - All Cooperative Extension classified staff
 - Classified Staff Advisory Council (CSAC)
 - Committees which represent all Cooperative Extension classified staff within our organization

- **Classified Staff Advisory Council (CSAC)**
 - **June 2007:** A call out to all classified staff for “catch phrases” in the development of our organization/mission statement.
 - **July 2007:** By-laws and mission statement/purpose developed by Core Committee with the assistance of Deb Jones, our facilitator.
 - **August 2007:** By-laws sent out to all classified staff for feedback.

- **September 21, 2007:** A Celebration of Accomplishments!
 - Cooperative Extension
Classified Staff Statewide Meeting
A Celebration of Accomplishments
Friday, September 21
10am-1pm
Memorial Union, Beefeater

- **September 2007:** A call for Nominations!
 - Elections for our first Classified Staff Advisory Council took place electronically.
 - Elections were open from October 15 - October 31, 2007. Council appointments began on November 15, 2007.
 - Council appointments will be two year appointments. Note: In order to create a rotation of council members, 1/2 of the first council will be appointed for two years and 1/2 for three years.

- **November 2007:** We have council!
 - Elections are complete and we have our first Classified Staff Advisory Council!

■ **OUR VISION ... Next Steps**

- Transition from core committee to newly formed Council
- Determine Council Roles
- Continue to support and strengthen committees currently in place
- Revisit earlier goals – moving forward with action steps as needed
- Continue to promote a positive professional environment for all Cooperative Extension Classified Staff!

■ **October 2008:** We have a website

- <http://www.uwex.edu/ces/classified/>

■ **October 2008:** First CSO Conference featuring Steve Pearson as keynote speaker “Conversations at Work that Work”

■ **August 2009:** Event Planning 101 Workshop held

■ **September 2009:** Second CSO Conference featuring Dawn Rekoske as keynote speaker “I lost my motivation. If found, please return to its rightful owner”

■ **September 2009:** First Cooperative Extension Classified Staff Award for Excellence – Sarah Traaholt, Northern Great Lakes Visitor Center

■ **September 2010:** We have a logo!

- Participated in Dean Klemme’s “Strategic Directions: Our Resource Engine”

■ **October 2009:** Held second election for CSAC

■ **October 2010:** Classified Staff Conference combined with All-Staff Conference.

■ **October 2010:** Second Cooperative Classified Staff Award for Excellence – Chad McClure, Budget and Fiscal Operations

■ **November 2010:** Held third CSAC election

■ **January 2011:** Newly elected CSAC members begin their 2-year terms

■ **October 20, 2011:** Third CSO Conference featuring Ela Kakde, CNRED agent, Lafayette County Extension as keynote speaker on Generations. Theme: Respectful Workplace.

■ **October 20, 2011:** Third Cooperative Extension Classified Staff Award for Excellence – Alisha Terry, Milwaukee County

- **November 14, 2012:** Fourth CSO Conference held in conjunction with the Family Living/WNEP and 4-H Annual meetings at Chula Vista, Wisconsin Dells. Keynote speaker, Rochelle Ripp, Alice in Dairyland.

- **November 14, 2012:** Fourth Cooperative Extension Classified Staff Award for Excellence - Cindy Duschack and Lisa Perkins, members of LP/WNEP Financial Specialists Team, Madison, WI

- **October 24, 2013:** Fifth Cooperative Extension CSO Conference held at the Pyle Center, Madison, WI. Keynote speaker – Walk One Hour in My Shoes Workshop Martha Hubert, Yolanda Pena and Fred Garcia.

- **October 24, 2013:** Fifth Cooperative Extension Classified Staff Award for Excellence - Peter Nordin, 4-H State office

Classified Staff Advisory Council (CSAC)

Organizational Structure: 1/1/11 – 12/31/11



Cooperative Extension Classified Staff Organization (CSO)

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