

Respectful Workplace Committee of the  
Classified Staff Advisory Council

Minutes

March 24, 2008 meeting held in Room 631 of the Extension Building; 9:30 – 10:50.

Present: Donna Faulkner, Lisa Lake, Rick Mills, Howard Fenton

We discussed two major actions the committee will undertake:

1. Presenting some type of award(s) to acknowledge and recognize Cooperative Extension classified individuals and/or working units that demonstrate respectfulness in the workplace.
2. See that classified staff and county support staff where appropriate are informed on issues dealing with creating a positive workplace environment, with an emphasis on Acceptance as one element that helps to build trust within an organization.

We also briefly discussed how the committee members might participate in a gathering/meeting of Cooperative Extension staff during the upcoming Annual Conference for the Office Professional - May 7, 2008 at the Alliant Energy Center.

The annual Classified Staff Organization meeting and the Chancellor's Award Banquet were identified as possible venues for presenting recognition awards to Cooperative Extension classified staff. Donna volunteered to see what criteria are used by the Chancellor's office and the UW-Green Bay and UW-Oshkosh classified staff organizations for making their awards. Rick and Lisa also volunteered to look into the issue of what criteria might be used for any award we might make.

Discussion during the meeting also centered around ways we as a committee can have a direct or indirect impact on creating a positive workplace environment. More specifically, how can we foster Acceptance? Possible steps we could take might include direct education that we conduct, education that we coordinate, or educational opportunities put on by other organizations that we advertise or promote to our membership.

We will use future meetings in April, May and June to discuss these issues in more detail.

Thanks for you efforts and willingness to help make Cooperative Extension a more positive place to work.