Members Present: Lisa Perkins, Julie Hunter, Rod Rotar, Katy Sticha, Dan Wanish
Members not Present: Jim Stull, Inga Foley

I. July 19 Meeting Minutes Draft
   a. Discussed need for back-up person for posting of Minutes and Meeting locations and Agendas to stay in compliance with Open Meeting Law.
   b. Discussed the July 19 Minutes draft but we refrained from officially voting to approve because our CSC Meeting info was not posted 24 hours prior to the meeting.

II. Fall Elections
   a. Clarified that if the one DEED Classified staff does not join the Council, then that CSC position will be opened up to all of the other divisions for nominations.
   b. Another idea, which would require a change to the bylaws, would be to merge the two smallest divisions into one for nominating purposes.
   c. Not sure if any CSC election activity is started. The nominations need to get out.

III. Bylaws Update – postponed discussion because David Prucha has been out of town.

IV. Brown Bag August 27 – Room 235 Pyle Center
   a. Program: Rod will start the program. He will introduce CSC and explain the elections. Members should plan to introduce themselves and say something about CSC. After that we will let David Prucha talk and have a Q and A on UPS.
   b. There will be slips of paper and two question boxes provided. One Box is for the UPS Q & A and one for Concerns for the Council to bring to our meetings.
   c. We will also have USC Postcards available for people to take for future reference.
   d. CSC Members should encourage co-workers to attend the Brown Bag.
   e. Promotion will be
      i. mass email
      ii. hard copy of email in mailboxes
      iii. Blurb in News and Ideas
      iv. Signs put up on Bulletin boards
      v. Word of mouth
   f. Moving Forward – Rod
      i. Talk to Judy and Dan:
         1. CSC Names and Contact Info to be added to the website
2. Brownbag Info to be added
3. Can Email be added which would go out to all of us?
4. Anonymous Contact Box?
5. Back-up person for posting time-sensitive info when Judy gone
   ii. Email JoAnn –
      1. List of Classified not in Madison
      2. List of names and addresses of all classified for future mailings
      3. Possible list of classified salary categories and numbers in each category
   iii. Contact David Prucha re: Brown Bag, also mentioning Bus Pass info at Brown Bag
   iv. Contact Chancellor Cross re: attendance at Brown Bag and being present for Q&A
   v. Check about Microphone available/cost, also possibly technology for non-Madison Classified to hear brown bag
   vi. Email Brown Bag info to Classified – print and disperse Copies at Vilas

b. Moving Forward - Dan
   i. Call Howard Cosgrove re: Putting Brownbag info in News & Ideas
   ii. Offered to help if members need help with their tasks
   iii. Print Rod’s email and pass out at Lowell, also put up signs at Lowell

c. Moving Forward – Katy
   i. create and bring postcards with Classified Staff Council Info
   ii. Will check about getting CSC info in the Dean’s Audio
   iii. Print and pass out Rod’s email to Extension Building Classified/Lisa will help

d. Moving Forward - Julie
   i. Bring 2 Boxes and 2 sets of question sheets:
      1. Questions for current brown bag Q&A (gather a few questions to have ready prior)
      2. Questions for CSC to bring up at our meetings
   ii. Bring printed Buss Pass info to pass out
   iii. Make simple signs for posting: Post at Pyle and email to CSC Members to print and put up.
   iv. Make nametags for CSC and official guests

V. Communication with Classified Staff
   a. This discussion was somewhat blended with the Brown Bag discussion. Some of the website tasks above relate to general communication and information as well as the Brown Bag.
   b. Website needs to have Member Contact Information.
   c. We would like to have an email on the website that goes out to all of us.
   d. We would like to have an anonymous contact box on the website.
   e. Katy confirmed that Video can be produced for the website – assistance provided too.
   f. Cartoon to be discussed further.
VI. Climate Survey Discussion – postponed until the new Office of Inclusion Director is hired.

VII. Items for September Agenda
   a. DMC process
   b. Elections
   c. LTE Discussion
   d. Video Ideas/other communication ideas/Best use for cartoon