UWEX Classified Staff Council
Inquorate Meeting
Minutes – September 19, 2013

Members Present: Inga Foley, Katy Sticha, Dan Wanish, Julie Hunter
Members not present: Lisa Perkins, Jim Stull (Rod Rotar, our former Chair, has resigned from CSC because he has a new job with UW-Madison)
Guests Present: David Prucha- Human Resources Director; Judy Ballweg, Executive Assistant to the Secretary of the Faculty and Academic Staff

I. Suggestion relayed by Dan Wanish from Rod Rotar: CSC should work on getting classified staff regularly represented on UW-Extension Search and Screen Committees.

II. David Prucha, Human Resources: Provided update:
   a. HR Directors are discussing aspects of UPS that can be developed prior to UPS’s official implementation date of July 2015. UW-Extension’s new Criminal Background Check policy is demanding a lot of HR time around the State. Big HR meeting coming up in November.
   b. David answered CSC Member questions about the new Employee Evaluation cover sheet.

III. Meeting Minutes July 17 and August 15: Correction on Aug 15 Minutes - Jim Stull was not present. We did not vote to approve either set of Minutes because of lack of quorum present.

IV. CSC Elections: 4 positions needed: One from BAMI, one from GEAS, one from CEOEL and one from DEEDS. Judy sent the call for nominations out to all UW-Extension Classified Staff. As of Sept 19 we have one DEEDS candidate, at least one GEAS Candidate. We still need a BAMI candidate (to replace Rod’s seat) and a CEOEL candidate. Judy will send a reminder about the call for nominations and has been in contact with Deans at CEOEL. The response deadline is September 30th. Members may need to contact people/Deans find candidates if the reminder does not produce candidates from BAMI or CEOEL.

V. Future Leadership
   a. Dan Wanish is the current acting Chair of CSC per the Bylaws. Members should reread the bylaws (posted on our website). We are hoping to elect an acting Vice Chair at October 17th meeting. If we do not have at least five people committed to attending October 17th we will schedule an additional special meeting which will be
posted on our website in accordance with Open Meetings rules. Julie will poll
Members re: Oct 17 attendance.
b. Joint meeting with University Council and Academic Staff Council coming up
November 5th, 1-4PM. USC members should plan to attend.
c. Chairs of all three Governance Groups will meet October 22nd to discuss November
meeting. USC needs to prepare a list of Accomplishments for this year and
Goals/Plans for coming year for the Chair to present as a report to UC and ASC.
d. Judy will check with Dan about whether it is compliant with open records law for
members to use email to constitute a quorum for a vote.
e. Leadership training for CSC members: Judy will ask Dan about leadership training for
CSC members. Members should also research University-provided leadership
training.
f. Orientation for new Members: Packets/Brochures will not be provided but a
website orientation is provided.

VI. Brownbag Review:
a. Pleased with turnout (55 people counted). Discussed the requests from some
Classified Staff for more brownbags, two or three per year.
b. Frustration expressed with technical difficulties; people around the state were cut
off and could not ask questions. Might consider Audio only next time if that would
ensure better access.
c. Discussed balancing the valued presence, support and knowledge offered by the
Chancellor’s Office and HR at brownbags with the concurrent need to offer a casual
atmosphere in which classified staff feel inclined to speak candidly.
d. A written suggestion shared by a brownbag attendee: CSC should address the need
for more opportunities for promotions/career advancement for classified staff

VII. Classified Staff Communication
a. The Video will be followed up on after new members are elected – Katy made the
contact previously. Cartoon use will be addressed then too.
b. Postcard template used for Brownbag has been emailed to all of us and can be used
as needed.
c. Dan will send us the list-serve email address.

VIII. LTE Discussion:
a. CSC should represent and address concerns of LTEs.
b. Discussion about whether LTEs can serve on CSC: It is difficult if they are recent
hires for a limited time.
c. Judy will check into whether long term LTEs can serve on CSC.

IX. DMCs
a. Discretionary Merit Compensation program can be a source of concern for UW-
Extension classified employees. Wondering about how to get clear information to
people about DMCs.
b. Judy will check into how/when Supervisors are informed about DMC policies and
changes in policies.

X. Leadership Training:
XI. Items for Next Meeting – October 17th
   a. Minutes of previous meetings
   b. Future Leadership-Vice Chair election
   c. Membership Elections
   d. Prepare list of CSC Accomplishments/for October 22 meeting report
   e. Plans/Goals/Priorities going forward/for October 22 meeting report
   f. Bylaws – Updates needed with the Sept 6th UW-System Classified Staff Governance
      Executive Summary? Dan will talk to Rod about this.
   g. Nov 5th Joint meeting
   h. Agenda for CSC November meeting
   i.