



**Classified Staff Council Meeting
Tuesday, September 16, 2014
1-3pm
Pyle Center, Rm. 226**

Call to Order and Certify Open Meeting Notice Compliance – Dan Wanish, Chair

Approval of August 19 meeting minutes.

Interim Chancellor Aaron Brower

- Fund Balance
- Board of Regents Meeting, April 2015, Waukesha
- Human Resources Structure Changes
- Chancellor's Philosophy on Merit and Annual Performance Reviews

Interim Provost and Vice Chancellor Update – John Shutske

- Investment Fund
- Progress on Workplace Climate Report Implementation and Professional Development for Organizational Leaders
- GEAS Communication to Classified Staff

Research Misconduct Policy (attachment) – Jordon Ott, Director of Extramural Support and Mark Dorn, Associate Vice Chancellor for Administration and Finance

- Subcommittee to Review Draft
- Formal Action Needed (October 16 meeting)

Classified Staff Representative on the Systemwide Extension Council – Dan Hill

CSC Nomination and Election Process – Dan Wanish

- Eight nominations have been received and the deadline for nominating was September 12. An online ballot will be developed and distributed soon, terms begin November 1.

Human Resources Update – David Prucha

- Operational policies will soon be posted by UW System in their final draft form on the UPS website. All UW System policies will need to reflect UW-Extension.
- A draft version of UPG #4: Procedure for Awarding Emeritus Status was distributed and discussed in August. David will research awarding this status to LTEs. Revisit this topic in September for discussion/approval.

Chair Report – Dan Wanish

- Recap: UW-Ext Reimagined focus group activity: September 2, 1:30-3pm, Pyle Center.
- Chancellor's Awards Ceremony and Reception: September 18, 2-4pm, Pyle Center. All agreed to verbally recognize Rod Rotar and Jim Stull for their past work on the Council.

Reminder: Photos will be taken.

- Mark Your Calendar: Academic Staff Council Awards of Excellence is scheduled for Tuesday, October 14, Pyle Center Alumni Lounge, 11:30am-1pm. Plan to attend and support your colleagues. Light refreshments served.

Shared Governance Description document – Suzanne Samuelsen

- A few minor edits to the document and website are needed.

Classified Staff Annual Performance Review Process Changes – Katy Sticha

- Recap of September 2 discussion (Julie agreed to prepare a summary of discussion).
- Recommendations Report and share with Aaron Brower, John Shutske, and David Prucha.

Committee Reports (if any)

- Compensation
- Workplace Climate
- UPS – Grievance Policy update
- Communication
 - The classified staff survey and introductory message will be sent to Dan Wanish and/or Judy Ballweg for email distribution. Dan Wanish will work with supervisors to provide a hard copy of the survey for those classified staff who do not have access to email.
 - 30-minute “meet & greet

Identification of Future Meeting Topics:

- Educating organizational leaders about shared governance
- Identifying outcomes of the Workplace Climate Recommendations Report
 - search and screen committee form
 - professional development for organizational leaders

***Next Meeting:
Thursday, October 16, 2014
10am-12noon
Pyle Center, Madison***