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**University Staff Committee**

**Meeting Minutes**

**September 19, 2024 10:00 – 11:30 a.m.**

**Virtually on TEAMS**

1. **Call to order** 10:01am
2. **Roll call & Introductions** Becky Haeny, Theresa Mullen, Sara Chaloupka, Loretta Rafter, Bradley Berger, Jennifer Buhr, Parker Nadeau, Sarah Taylor
3. **Approval of Minutes – May 16, 2024 meeting (see meeting attachment)** Theresa Mullen, Sara Chaloupka, Loretta Rafter, Bradley Berger, Jennifer Buhr, Parker Nadeau, Sarah Taylor
4. **Treasurer’s Report & Update – Sara Chaloupka**

Currently have $3450 for professional development activities such as conferences,

Workshops, classes etc. You can request funds through the University Staff Development Committee.

Currently $0 balance for the Fall Conference so we will use revenue to cover costs

Currently have $1502.73 in foundation money to spend this year

1. **10:30 a.m. – Guest: Provost Kate Burns**

- Projecting that enrollment this fall will be 10,749. Almost 4% growth over the last year.

This includes high school students taking college credits.

- As of today, enrollment is at 8,677

- High impact graduation requirement, students will have 3 high impact practices

before they graduate

- Developing AI learning outcomes

- Shifting focus to a proactive student success focus with ED sites. Students can

ask quick questions and connect with resources.

**11:00 a.m. – Guest: Chancellor Alexander**

- Opened up the first new dorm in over 15 years and all of the dorm are full. We don’t own the dorms; a nonprofit owns them and the university runs them. The nonprofit takes the profits and builds more dorms.

- We had 12,000+ people here for Estamos Aqui

- 4th annual day of service is coming Friday, October 4th.  Please participate if you can.

- In the process of forming a nonprofit for the Phoenix Innovation Park similar to dorm nonprofit.

- Best case scenario the Phoenix Innovation Park will start constructed in 2-3 years. Generator, an organizational nationwide company that will bring startups here and go through our university. The county agreed to give us $75,000 a year for the next three years to help.

1. **HR Report – Julie Stanelle**

- New paid paternal leave policy up to 6 weeks/240 hours of paid time off (info on blog post)

This is in addition to sick and vacation days.

- Revised telecommuting or remote work policy and website. Remote work form needs to be

filled out annually.

- Administrative Transformation Project (ATP) will be taking place July 2025 to replace much

Of the outdated technologies used to manage financial and HR activities

- Research Administration Modernization Project (RAMP) training will start in March 2025

There is Green Bay institutional website for ATP with resources on Workday and

different administrative functions.atp@uwgb.edu

- First annual Phoenix Flashdash from 8am to 9am on October 6th  5k run

-Don’t forget about your WebMD app. For your $150 wellness incentive.

- Recruiting for two 1st shift custodians in operations, HVAC mechanic and facilities, custodian at Manitowoc, facilities technician 2 at Manitowoc, custodian 2nd shift at Green Bay, Operations 4, and financial specialist 2 in student billing

1. **Committee Reports**
2. **Election Committee – Brenda Beck**

- No updates

1. **Personnel Committee – Brenda Beck**

- No updates

1. **Professional Development Committee – Jennifer Buhr & Jaime Miller**

- Registration for “Success in the Workplace” conference on November 1st will be sent out soon, deadline to register is Oct 14th. It will be at the Tundra Lodge. If you have contacts at other universities, please share with Jamie and Jennifer. They would like to extend an invitation.

1. **UW System University Staff Representative – Becky Haeny**

- No updates

1. **University Committee – Becky Haeny & Theresa Mullen,**

- Bill Dirienzo is the chair of the University Committee which meeting every week.

- Bill is going to hold some upcoming campus luncheon dates at Sheboygan and Manitowoc campuses and an Open Hour for the Green Bay campus. Anyone that has questions or feels uncomfortable going to higher administration can discuss things with Bill.

-A lot of discussion regarding carryover from last year.

1. **Other Campus Appointive Committees & Working Groups**
   1. **Ethics Committee-Emily Matheny**

- No updates

1. **Old Business**

- No updates

1. **Other**

- No updates

1. **Adjournment** 11:11am (Part 1) 11:21(Part 2)

**Next USC meeting: October 17, 2024, 10:00 - 11:30 am, virtually on TEAMS**

**USC Members** – Becky Haeny, Chair; Theresa Mullen, Vice Chair; Sara Chaloupka, Treasurer;

Loretta Rafter, Secretary; Bradley Berger, Member; Jennifer Buhr, Member; Ben Counard, Member; Parker Nadeau, Member; Sarah Taylor, Member