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**University Staff Committee**

**Meeting Minutes**

**January 18, 2024 10:00 – 11:30 a.m.**

**Virtually on TEAMS**

1. **Call to order**
2. **Roll call -** Becky Haeny, Loretta Rafter, Jules Duprey, Parker Nadeau, Jennifer Buhr, Mark Fischer, Jules Duprey
3. **Approval of Minutes – November 16 minutes** Parker, Becky, Jennifer, Loretta, Jules
4. **Guest Speaker: Jena Richter Landers—Update on CWC group**

* CWC stands for committee on workload and compensation
* To collect concerns and disfunctions in compensation and workload across campus
* Trying to focus on non-salary related concerns
* Sending out a survey to gather feedback on what areas need assistance
* Need to sort out USC membership

1. **Treasurer’s Report & Update – Mark Fischer**

* No updates

1. **HR Report – Julie Stanelle**

* ATP has been delayed until July 2025
* Updated some of the recruitment process such as updating checklists, reduced some of the forms, provided more detailed instructions on the forms, and the biggest change being we’ve transitioned the authorization to extend offer form to a BP Logix form.
* Annual performance evaluations have started and are due back by March 22nd
* Reviewing the academic staff layoff police, the university staff layoff policy, the academic staff complaint and grievance policy, and the university staff complaint and grievance policy. Also, may need to update the harassment and discrimination policy, the workplace conduct policy, and the handbook policy.
* A survey has been shared with academic staff and university staff chairs to review the policies. We ask that the surveys are submitted by February 16th
* The daily habits tool is now available in WebMD to help you achieve your health goals. More info was posted in the blog.
* The Well Wisconsin Award nomination. The wellness committee is hoping that you’ll nominate them for this award. The deadline to vote is January 31st.

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

* There will be 10 or more positions open in various committees
* Interest survey probably in early February for election probably end of February

1. **Personnel Committee – Brenda Beck**

* No updates

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

* Next meeting is at Tundra Lodge on November 1st

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

* Next meeting is February2nd
* The discussion has been dealing with budget issues and layoffs
* Eau Claire has set their Professional development day for June 5th

1. **University Committee –Becky or Lea**

* The discussion has been about budgets and program array
* Discussion on holding or suspending some majors and minors such as theater, physics, economics, environmental policy planning, and geography
* Lots of discussion on the Marinette and Manitowoc campuses closing their libraries
* Some discussion has also been about the pay plan and DEI and how that’s going to affect the university. DEI affects one or two positions and they are working on retitling them, no one will lose their job.

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

* No updates

1. **Old Business**
2. **Other**
3. **Adjournment** – 10:35am

The next USC meeting will be February 15, 2024 at 10:00 - 11:30 am, virtually on TEAMS.

**USC Members** – Lea Truttmann, Chair; Becky Haeny, Vice Chair, Mark Fischer, Treasurer, Loretta Rafter-Secretary, Ben Counard, member; Jules Duprey, member; Parker Nadeau, member; Theresa Mullen, member, Jennifer Buhr, member.