
Present: Pat Fannin, Heidi Frey, Lisa Goetsch, Julia Hodgen, Michelle Highley, Marci Hoffman, Laurie Mishleau, Sarah Martin Kriha, Jill Reichenberger, Paul Van Lankvelt

Excused: Jodi Anthony, Becky Beahm, Jenny Davies, Tom Giesen, Dana Hartel, Sue Jaeke, Jess Kleier

Guests: Rebecca Habeck, Cindy Schultz, Susan Maxwell, Richard Maxwell, Lori Halstead, Mandy Potts, Sara Hansen, Michelle Bublitz, Jamie Ceman

SAS Liaison: Debbie Harris

Admin Liaison: Laurie Textor - Excused

The meeting was called to order at 1:00 p.m. by President Goetsch.

President Goetsch welcomed council's newest member, Laurie Mishleau and introductions were made.

1. Motion to approve the minutes of the University Staff Council meeting of November 4, 2015 as amended by Anthony/Frey. Approved
2. Guests: Chancellor's Study Group Recommendation Report – IMC
The committee reported their summary results via a distributed handout with their recommendation along with a separate summary for staffing needs. They are recommending one of their middle models of their original four, where the accountability to IMC for staffing lines will be central across campus; however, staff may stay housed in current locations depending on percentage of work load and other key factors. A self-service option to help with smaller projects using a template set up that departments can use will be very beneficial. An Integrated Marketing Communication Account Management Liaison Committee may be created to be sure areas have a specific contact person to assist them on a regular basis. Campus Gatekeepers, like Purchasing and Mail and Duplicating Office, will help monitor that we not are doubling expenses.
3. Reports
 - a. President's Report (Lisa Goetsch) –
 - US Recruitment – HR and Equity and Affirmative Action will be meeting this week to discuss requirements posted within university staff positions
 - Compensation Policy – A cover letter was requested to accompany policies that are submitted.
 - Shared Governance Representatives – A major part of the most recent meeting was OSA leaders and the other three governance groups sharing advice on the Advanced Titan concerns and topic.
 - Provost Administrative Staff Meeting – No Report
 - Leadership Council – No Report
 - President Goetsch noted there are current concerns related to the custodial area and reporting of time off. The new 'Talley' system is not being well received and many issues have come about with the new process and how it was initiated. Chancellor Leavitt has asked their division to start over with the creation of a process and to be sure appropriate representation is covered.
 - b. Senate of Academic Staff Report (Debbie Harris) – No Report

- c. Treasurer's Report (Michelle Highley)
 - USC Balance: \$606.18
 - USDAD Balance: \$5,811.96
 - Leadership & Development Balance: \$6,054.68
- d. State University Staff Meeting Report (Lisa Goetsch)
President Goetsch reported current changes and layoffs at other system universities.
- e. USPDD Committee – (Jill Reichenberger) – No Report
- f. Other Committee Reports –
 - a. Cindy Schultz requested volunteers from council members for the last few slots to be filled for Celebration of Lights.

4. Unfinished Business - None

5. New Business/Action Items -

- a. Committee Appointment [**USC 1516-14**]
 - 1. Health & Safety Committee – Kristina Mosley

MOTION: Move to approve the committee appointment by Reichenberger/Hodgen. Passed

**USC 1516-14: The University Staff Council approved the following committee appointment: (1)
Health & Safety Committee – Kristina Mosley**

- e. Discussion Items –
 - a. All-University committee representation and which ones may now need university staff on with recognized shared governance is being considered for updating.
 - b. Interest Survey – An additional survey may be coming out to help gather staff names for special committees that have started to be requested for, such as Chancellor's Study Committee's and Strategic Planning Committees.
- e. Other Announcements – None
- e. Next meeting – December 2, 2015 from 1:00 – 2:30pm in Sage 2210.
- e. Motion to adjourn by Reichenberger/Anthony at 2:21p.m. Passed

April Dutscheck,
Recording Secretary