

**Meeting Minutes**

May 17, 2017

1:00-2:30 pm, Sage Hall 2210

**Present:** Becky Beahm, Heidi Frey, Lisa Goetsch, Dana Hartel, Michelle Highley, Marci Hoffman, Julia Hodgen, Ricky Johnson, Brian Klinger, Sarah Martin Kriha, Laurie Mishleau, Cindy Schultz, Shirin Skifstad

**Excused:** Jodi Anthony, Theresa Hopp, Sue Jaeke,

**Absent:** Pat Fannin

**Guests:** Bri Gauthier, Tim Gillingham, Lydia Schloskey, Izzy Hodgen, Rick Leib, Amy Hodel, Jacob Dewhurst, Aaron Wojciechowski, Pam MacWilliams, Juliana Kahrs

**SAS Liaison:** Liz Bannenberg

**Admin Liaison:** Shawna Kuether

1. The meeting was called to order at 1:00 p.m. by President Hoffman
2. Guest: Rick Leib and Oshkosh North High School Students presented on 'Ride Your Bike Day', aka 'Bike Osh' and the goal of making Oshkosh a more bike friendly community. They went over the benefits to riding your bike and having designated bike lanes, and stops for rest, as well as what other local communities have already done with the hope to expand Oshkosh to the do the same. Their group has been getting out into the community and educating people as well as gathering feedback to encourage others to help in this goal.
3. Guest: Student Health Center Advisory Committee - Tobacco Free Campus Policy – The subcommittee presented their revised policy and shared the background on the process this policy has come from. The student body voted in favor of this policy through a referendum and are now representatives from the Student Health Advisory Committee are gathering feedback from governance groups and others. There was much discussion related to why not smoke free vs straight out Tobacco free, as well as the option to have a designated smoke area. The senate expressed it's concerns with policy that may affect local residential, and businesses that we are adjoined too and asked a variety of related questions. More feedback and questions can be shared online to emailed to their committee advisory Julianna Kahrs.

4. Approval of the Minutes of April 19, 2017

**MOTION: Moved to approve the University Staff Senate meeting minutes as amended of April 19, 2017 by Goestch/Mishleau. 1 Abstention, 12 Yes. Passed**

5. Approval items

- a. Clery Compliance Policy

**MOTION: Moved to approve the Clery Compliance Policy as amended by Goetsch/Schultz. Passed Unanimously**

**USS 1617-25 The University Staff Senate approved the Clery Compliance Policy.**

- b. Children in the Workplace Policy

**MOTION: Moved to approve he Children in the Workplace Policy by Hartel/Skifstad. 1 Not approved, 12 Yes. Passed**

**USS 1617-26 The University Staff Senate approved the Children in the Workplace Policy.**

- c. Nominations for President-Elect

Senator Goetsch nominated Senator Johnson. Nomination accepted.

**MOTION: Moved to approve Senator Ricky Johnson as President-elect by Hodgetn/Hartel. Passed Unanimously**

- d. Nominations for Treasurer

Senator Goetsch nominated Senator Highley. Nomination accepted.

**MOTION: Moved to approve Senator Michelle Highley as Treasurer by Schultz/Hodgen. Passed Unanimously**

- e. Executive Committee Membership – 2 Members-At-Large (Pres, Pre-Elect – Treasurer, 2 MAL)  
Senators Hodgen and Skifstad self nominated.

**MOTION: Moved to approve Senators Hodgen and Skifstad by Goetsch/Schultz. Passed Unanimously**

**USS 1617-27 The University Staff Senate approved the following executive board members for 2017-2018 in addition to the incoming President Sue Jaeke: President-Elect – Ricky Johnson, Treasurer – Michelle Highley, and Julia Hodget and Shirin Skifstad as Members-At-Large.**

- f. COC Membership (1 past COC member, and 2 senators)  
Senators Goetsch and Beahm volunteers as well as a nomination for Jessica Kleier to serve as a past COC member.

**MOTION: Move to approve the COC Membership by Skifstad/Schultz. Passed Unanimously**

**USS 1617-28 The University Staff Senate approve the following Committee on Committee members for 2017-2018: Lisa Goetsch, Becky Beahm, and Jessica Kleier**

- g. COC appointments

**MOTION: Moved to approve the COC appointments by Schultz/Hartel. 1 Abstention. Passed**

**USS 1617-29 The University Staff Senate approved the following Committee on Committee appointments: Gender Equity Council-Jennifer Bonack, Libraries & Learning Resources Advisory Council – Morgan Stewart, IT Advisory Committee – Ricky Johnson & Josh Becken.**

- h. UMC Advisory Group

**MOTION: Move to approve the Shirin Skifstad and Becky Beahm to serve on the UMC Advisory Group Goetsch/Klinger. Passed Unanimously**

**USS 1617-30 The University Staff Senate approve Shirin Skifstad and Becky Beahm to serve on the UMC Advisory Group.**

6. Discussion Items:

- a. Replace Academic Computer Users Groups (ACUG) with Information Technology Advisory Committee. This new committee structure is more inclusive and President Hoffman noted that you can contact her or our Chief Information Officer, Anne Milkoviche with any questions.
- b. Resolution to Coordinate Spring Breaks with the Oshkosh Area School District (OASD). The overall discussion that was held at the recent Faculty Senate meeting was shared that UWO doesn't want to appear that we are requesting or demanding this and so no action will be taken on the resolution. The Senate then agreed to follow the same idea.
- c. Policy Process Update – Senator Jaeke is serving as the representative on this committee so she can answer more questions in the future. President Hoffman noted that the current status of the draft has already been revised after being discussed with Leadership Council, and hopes that they make some progress on it over the summer.

7. Committee Reports 'Information Items

- a. Presidents Report –
  - Reminder to attend the HR Connections meeting coming up on the 25<sup>th</sup>, especially related to the work hours topic period they are having specifically from 1-1:30.
  - UW Systems Representatives meeting discussion items included: Free Speech concerns that President Ray Cross himself spoke to. Self Insurance seems to be dead.
  - Leadership Council highlights including a discussion on the new budget model shadow year, new Employee Assistant Program for staff that is not contracted out through 'LifeMatters', as well as administration changeovers: John Koker to serve as Interim Provost starting this fall following Provost Earns' retirement, and Charlie Hill to serve as Interview VC for Curricular Affairs for the summer.

- b. Treasurer's report:
    - 1. University Staff Senate: \$589.71
    - 2. University Development & Appreciation Day: \$199.51
    - 3. University Professional Leadership & Development: \$ 3,296.15.
  - c. University Staff Professional Development Day – Senator Goetsch reported that everything is all set for the June 1<sup>st</sup> event. Aaron Abram will be the Key Note Speaker, Chancellor Leavitt will share sharing during opening remarks and they are excited for a good day!
  - d. Leadership Development Program – June 8<sup>th</sup> will be their last day for the semester. Supervisors were invited to attend, and certificates will be distributed to those that went through the program.
  - e. Faculty Senate Representative – Senator Hartel reported the following highlights: Student Opinion Survey, Open Record requests, and the Recreation Complex remodel discussions were held. HLC will be sending an advisory group to campus this summer for follow up, and the Sustainability Institute has representatives at their meeting to share and gather feedback.
  - f. Senate of Academic Staff Liaison – Liz Bannenberg reported that they had Holly Shea from HR present on the Supervisory Training option and programs through their office, as well as representatives from the Student Health Advisory Committee to get feedback from their proposed Tobacco Free policy for UWO.
  - g. Other Committee Reports – Senator Schultz reported that their were no requests that came in for spring, so no report.
  - h. Title and Compensation – Shawna Kuether reported that HR Director, Laurie Textor, may be requesting to come to a senate meeting to cover concerns in a more formal matter if needed, their may also be a committee formed with governance representation to collectively begin working on a new UWO policy for title and compensation. Senators asked about the timing and recording of the HR Connections and if other options could be considered.
8. Information Items
- a. HR Connections: Thursday, May 25 from 12:00-1:30 pm in SAGE 4232. University Staff Work Hours discussion from 1-1:30 pm
  - b. Head Start 50<sup>th</sup> Anniversary Celebration and Open House: Thursday, May 25<sup>th</sup> from 3-5pm at the Alumni Welcome and Conference Center.
9. Next meeting: Wednesday, June 14<sup>th</sup>, 2017, 1-2:30 pm in SAGE 2210
10. Adjournment
- MOTION: Moved to adjourn by Goetsch/Highley at 2:35 p.m. Passed**

April Dutschek,  
Recording Secretary