Council Members Present: Missy Davis, Robert Rust, Peter Reese (for Kathy Young), Kristine Jones (for Greg Elliot), Helen Spasojevich (for Ryan Sicard), Mary Foster, Connie Fassino, Linda Matzek

Guests: Jacklyn Bennett

Call to Order: The meeting was called to order at 10:01 am by USS Chair Missy Davis.

Minutes:
- Motion to approve the minutes of the August 13 regular meeting - Deb T/Connie F. MC

UPS Local Policy Review:
- We reviewed the Performance Management Policy. Minor changes had been made in subcommittee since the last review:
  - Eliminated external input as supervisors already take such input into consideration and we don’t feel this warrants explicit inclusion
  - Minor wording and formatting changes
  - Feedback from Travis Tubre affirms that the 4 point scale is appropriate for performance reviews not being used for merit
- MOTION: Mary Foster/Linda Matzek moved to recommend the policy to the Chancellor for review as read and amended. MC

New Business:
- Chancellor’s Award Committee membership
  - The Chancellor’s Office is looking for a member for the committee who will be recommending recipients
  - We have been unable to locate a list of volunteers for committees.
  - Kristine Jones volunteered to serve on the committee and has been a recipient of this award in the past.
- Sally Margis University Staff Development award
  - Logan Spindler has notified us that the Annette Blanchette estate has contributed to the annuity for this award
  - The application form needs updating, but there have been difficulties locating the MS Word original document.
  - We discussed having the committee identify a plan or guidelines beforehand for distribution before the applicants are identified. There is the question of whether we can include amounts in the announcement for applications.
  - Helen will look into the bylaws to determine committee membership requirements.
  - Missy will talk to Logan and further discussion will take place at our next meeting.
• Liaisons for shared governance groups
  o Should we get representatives from Faculty Senate and Academic Staff Council for University Staff Senate?
  o Missy has discussed this topic with Karl Petersen (FS) and will get in touch with Kelly Browning (ASC)
  o Further discussion will take place at our next regular meeting.

**MOTION:** Mary F/Connie F made a motion to adjourn at 10:26am.  MC

Respectfully submitted,

Robert J. Rust
University Staff Senate Secretary