Council Members Present: Missy Davis, Robert Rust, Molly Matzek (for Kathy Young), Greg Elliot, Mary Foster, Connie Fassino, Linda Matzek, Deb Toftness, Deb Schwab, Karl Peterson (Faculty Senate representative)

Guests: Kristine Jones, Jason Meyer, Helen Spasojevich, Melissa Barbey

Call to Order: The meeting was called to order at 1:30pm by USS Chair Missy Davis.

Minutes:
• Motion to approve the minutes of the September 10th meeting: Mary F/Deb T. MC

New Business:

• Official title of USS Chair and Vice-Chair
  o The bylaws state that the titles are ‘president’ and ‘vice-president’
  o Mary F. indicated that there are other bylaw changes that are needed so we should lump them all together at once so we don’t have to go through due process so many times.
  o The bylaws committee was directed to look at identifying what changes are needed and bring them to a meeting.
• Liaison language change for Faculty Senate
  o The question was raised as to whether we should adopt the same language and responsibilities as what is used for the Academic Staff Council.
  o This would clarify that the liaison is there in a non-voting capacity.
  o We decided we’re okay with the language changes proposed for Faculty Senate bylaws.
• Letter to the Chancellor asking for support of the insurance premium split
  o Missy provided an update on feedback from UW System. They are in the midst of an upgrade and it will be 18 months before the split would be possible.
  o A suggestion from the UW University Staff meeting was to get a letter of support from the chancellor of each campus.
  o Connie F offered to develop a draft and bring it to the Senate.
  o Motion to develop a letter and submit it to the Chancellor asking for his support and advocacy for splitting the insurance premium across two pay periods: Greg E/Mary F – motion carried.
• Breakfast meeting with the Chancellor and Regent on October 16th
  o The regents are meeting with all campuses and we should provide input to Missy for topics.
  o Missy will solicit input via the University Staff listserv list.
• Faculty and Staff Handbook  
  o Deb S. provided a draft outline framework for our chapter of the Faculty and Staff Handbook based on Chapter 6, which is what is designated for Academic Staff  
  o Some concern was expressed regarding the difficulties some people may have accessing the handbook online, so we should provide a reasonably easy means for University Staff to view a paper copy.  
  o Some minor wording changes were suggested for 7.1.2 (Definition)  
  o Motion to authorize Deb S to make adjustments to layout as needed to incorporate existing content: Mary F/Greg E – motion carried

• Update from the University Staff representative meeting  
  o At the representative meeting, there was discussion on letters of support for the controversial UW Madison research program  
  o The question was raised as to whether we’d sign our letter as individuals or as a whole unit.  
  o Motion to sign our resolution as University Staff Senate of UW-River Falls: Greg E/Mary F – motion carried

Walk-on Items  
• Alternate for Academic Staff Council Meetings  
  o Robert currently has a conflict with attending the October 20th Academic Staff Council meeting. Deb T. offered to check and see if she can make it.  

• Provost performance review  
  o We have submitted the name of our representative but there has been no further progress that we’re aware of.

• Meeting regarding Performance Management Policy with Elizabeth Freuh  
  o There are some areas where clarity and cleanup is needed. Once the language is cleaned up, Missy will forward it to the Senate via e-mail for review and response before forwarding to the Chancellor.  
  o The question was raised as to how University Staff will learn about the new performance management policy. Mary F. suggested lunch and learn sessions.  
  o Once a supervisor training presentation is developed, Mary F. will adapt the training content into an informational session to be presented after the supervisors are trained. Other committee members will be present as well.

• Meeting regarding budget/compensation with Elizabeth Freuh  
  o Missy provided a summary of the USS executive board’s meeting with Elizabeth.  
  o We need to set priorities as to what areas to address, as resources are extremely limited.  
  o We will have a special meeting to determine what tools to use.

MOTION: Deb T/Molly M made a motion to adjourn at 2:33 p.m. MC

Respectfully submitted,
Robert J. Rust
University Staff Senate Secretary