University Staff Senate  
Meeting Minutes: February 11, 2016  
UC 322 – Chippewa River Room

Council Members Present: Missy Davis, Linda Matzek, Deb Schwab, Greg Elliot, Connie Fassino, Heather Wittkopf, Deb Toftness, Robert Rust, Kathy Young, Mary Foster

Council Members Absent: none

Call to Order: The meeting was called to order at 1:31pm by USS Chair Missy Davis.

Seating of Substitutes: None to seat

Agenda:

- Motion to accept the agenda: Greg E./Mary F. - MC

Secretary’s Report:

- Correction of Jan 14th report: Deb T. couldn’t have seconded a motion she wasn’t present for
- Motion to approve the reports with advised correctins: Greg E./Linda M. - MC

Treasurer’s Report

- Nothing new through WISDM yet; there’s a meeting room charge that hasn’t posted, as well as a hotel room charge that hasn’t posted either.
- Balance of account is $209.14
- Motion to approve the report: Deb T./Greg E. - MC

Old Business:

Budget Subcommittee Report

- A revised budget has been sent out to the Senate
- Missy D. raised a question as to whether we should be allocating so much for travel given our ability to attend via telepresence; Kathy indicated that remote attendance hasn’t been working well due to how the meetings run. The travel budget was scaled to cover 6 UW shared governance meetings.
- The question was raised as to whether we should have some of the budget set aside for employee development and if not, where would that money come from? Those more familiar with the history of University Staff Senate and Classified Staff Advisory Council indicated that was the origin of our $1500 budget.
- Mary F. indicated that based on experience it should be relatively easy to move funds between S&E (for professional development) and travel so debating levels between those two categories isn’t particularly productive.
- We will not have to resubmit this budget each year, but will need to submit changes.
- Motion to accept budget with revision of $500 moved from travel to salary: Greg E/Mary F – MC
- Kathy Y. will send revised document to Missy who will submit it to Elizabeth F.
By-laws Committee Report

• Mary F. reported that the committee isn’t ready to submit the final document but will bring it to next month’s regular meeting.
  • She provided a summary of changes that has been made, including:
    o Reconfiguration of numbering and formatting
    o Removal of historical notes in the preamble; they are still working on scope and purpose with a brief statement taken from Regent policy
    o Additions to the roles and responsibility statement
    o Clarification of how senators are replaced
    o Clarification of composition of the executive board and how members are elected to it
    o Detailed the description of the Sally Margis award committee
• The revised bylaws draft will be posted at least 10 days prior to our next regular meeting (to be held March 10th)

Wage Adjustment Subcommittee Report

• The wage adjustment subcommittee met with Elizabeth F. on Monday, February 8th and received some clarification
• Robert R. will be sending an e-mail to all university staff describing how to find meeting information
• Mary F. provided a summary of the major flaws in what we’ve had for proposals so far
• We are still targeting completion and approval of the proposal in time for a July 1, 2016 implementation, but the timeline is still tight.

State-wide Governance Meeting Report

• Kathy Y. provided a report from activities of the last meeting.
• UW-Extension is expecting 80 positions to be cut
• UW-Platteville has notices for layoffs and non-renewals in development
• They discussed the Affordable Care Act implications for student employees: most campuses are restricting students to 25 hours/week, but UW-Madison is at 20 hours/week. Madison students are organizing to request a minimum wage increase
• The group is working to get university staff included as a “concerned group” regarding the Board of Regents tenure task force
• The title and compensation study will be kicking off in March with the goal of reducing the number of job titles and creating a market-informed pay structure
• The governor is researching a move to a self-insured health insurance model, with any potential savings directed to K-12.
• Tax revenue is down from what was projected.
Faculty Senate Meeting Report

- A search is being formed for the Dean of the College of Education and Professional Studies
- A spot is designated for a university staff member
- Missy D. will send a request for volunteers once she receives notice of the request to fill the spot

New Business

Election committee

- Greg E., Mary F., and Connie F. compose the election committee
- Mary F. will submit her resignation from USS before the election to allow her position to be on the ballot, making for a total of 4 positions available
- Nomination requests are expected to be done in March with elections to be held in April
- Positions available are:
  - Administrative support (1 yr) – currently Mary Foster
  - Blue collar – currently Greg Elliot
  - At-large – currently Heather Wittkopf
  - Fiscal/Technical – currently Robert Rust

Walk-on Items

None

Move to adjourn @ 2:41pm: Mary F./Greg E. - MC