University Staff Senate  
Meeting Minutes  
Room 322 UC  
December 9, 2016  

Call to Order: 1:02 PM  

Seating of Substitutes: Susan Bischof for Robert Rust  

Approval of November 10, 2016 Minutes: The addition of open house comments to agenda was requested by M. Davis at November’s USS meeting. Discussion: K. Young reiterated that the decision to do so will be made at an Executive Board meeting. M. Davis repeated her request that it be added to the next USS meeting agenda. The statement will be added to the November minutes. Motion to approve: Toftness/Matzek: 7 for, 1 against, Motion carried.  

Reports  
Chair’s Report  
- Reminder of Dec. 9 holiday event  
- Shared leadership meeting Nov. 30 concentrated on a discussion on the possible drafting of a joint resolution, in support of shared governance, a resolution in support of the Office of the Registrar, and campus morale. There was a short discussion on a resolution in support of 2020Forward.  
- Chancellor’s cabinet approved the paid leave policy. Effective January 7, 2018. It’s not posted yet.  
- Board of Regents are meeting today. They are requesting a compensation increase of 2% each of the next 2 years.  
- UWRF post tenure review policy is being considered.  
- Training for preventing sexual harassment and violence for all students and staff will be required beginning in January. It is web-based and lasts about 90 minutes. There are different versions for supervisors and non-supervisors.  

Treasurer’s report. No change from previous month: $6706.00. $934.77 expenses (14% of the budget) $5771.23 remains.  

Higher Learning Commission – Wes Chapin presented a report of the HLC visit to campus fall, 2018 for a re-accreditation review. They will be on campus for 3 days, 1.5 days in meetings with the campus and 1.5 days reviewing reports. Information about the visit can be found at www.uwrf.edu/HLC. The emphasis will be on faculty qualifications. The criteria they will review are: Mission, Ethical and Responsible Conduct, Teaching and Learning: Quality, Resources, and Support, Teaching and Learning: Evaluation and Improvement, Resources, Planning, and Institutional Effectiveness. The link on UWRF’s HLC page directs you to the Higher Learning Commission’s webpage. The burden of proof is on UWRF, and is evidence-based. Examples include information about the campus that should be made public, such as a complaint log; common learning outcomes; accrediting programs: provide information to the prospective students; recognition of prior learning by giving credit for course work at other institutions; graduate policies that were written but never passed.
Unfinished Business. No updates were presented due to limited meeting time remaining.

- Search & Screen Updates
  - DoTS – Robert
  - CEPS
  - Controller
  - Executive Director of Facilities

- Compensation Policy. Discussion of suggestions/edits taken from the open meeting Dec. 6th. Area of concern: the compensation analysis. It was decided that the subcommittee will continue to meet to develop what would be included in such an analysis. Motion to table the vote until then. M. Davis/G. Elliott. The subcommittee will meet next in January 2017.

- Proposed Joint Resolution (Supporting UW System 2017-19 Biennial Budget Request). Discussion to support the resolution using text supplied by Beth Schommer. Should we as university staff support it ourselves or should we support it collectively with the faculty and academic staff? It was felt that we have other more urgent items on our agenda and the USS should decline to support a resolution that is the responsibility of the Board of Regents who govern us. Motion to decline support of the resolution D. Toftness/M. Davis. Approved: 8 in support of the motion, 1 abstention.

- Nov. 30th EB Meeting. M. Davis questioned the absence of the notice for the November 30 Exec. Board meeting on the governance calendar. The meeting was scheduled, but not finalized, until the day before and was held directly after the shared leadership meeting. Topic of discussion included reviewing the Joint resolution presented at the shared leadership meeting. Not including this meeting on the calendar was an oversight. We recognize that all meetings should be published on the calendar.

Adjourn: Motion to adjourn, M. Davis/D. Toftness. 2:35 PM