

UNIVERSITY STAFF COMMITTEE MEETING MINUTES
THURSDAY, APRIL 14, 2022 / 1:00 PM – 2:30 PM
GALBRAITH ROOM

Members Present: Katy Aiello, Sherry Craig, Bob Grieshaber, Mary Henderson, Carol Kinsley, Julie Lee, Laura McClure, Heather Spencer, Jenni Wagner

Members Absent:

Guests: Scott Menke, Lisa Crumble

Call to Order: 1:03pm

Meeting Minutes Approval for February 10, 2022

Motion to approve minutes. Minutes approved.

Shared Governance Meeting – March 25, 2022

Discussed training for new University Staff and Regents on what Shared Governance is - possibly including it in the on-boarding process.

The System Shared Governance webpage is being updated.

Some campuses are having difficulty with employee transitions/training due to hiring constraints/budget. (UWP has been working on hiring staff before current employees leave/retire, but it does impact budgets.)

Inconsistencies with how the telecommuting policy is being implemented and followed. Most policies have been developed to be fairly vague and broad, so that campuses would have the opportunity to adapt it to their needs.

Appears that the majority of employees are not close to the midrange of the salary grade created during TTC. Most appeals were ADA related. A new Job Title was created – Department Assistant. The next step in the TTC process is creating a pay progression plan. (UWP is working on a Position Progression Plan and Promotion/Reclass Policy, as well as another compensation study.)

University Staff numbers on campus continue to decrease due to positions being transitioned to Academic Staff.

Regents Excellence Award

No UWP campus programs were nominated. One candidate is being considered for the individual category.

Elections

Committee is working on this. Four positions are up for election (3 - 3 year terms and 1 - 2 year term). Julie mentioned that members should consider executive positions that will need to be filled.

Budget

Jenni reported on the budget. Minimal expenses thus far. One professional development "award" and two Ask Me expenses, along with the executive committee stipends. Committee agreed to provide full funding for Ask Me shirts from last fall.

University Staff Professional Development Event

Katy Aiello and Julie Lee will continue to work on this. Two possible topics have been selected. Looking at an early August date. The last event was about \$1500 (May 2019).

University Staff Distinguished Service Award

The review committee typically had 11 members. Since three members were nominated and one of our positions is vacant – we only have 7 members for the review committee. Julie will reach out to the four past winners to see if they would be interested in serving on the committee. Will consider asking newly hired University Staff to assist.

New Business

Human Resources/Shared Services concerns were discussed. Policies are not understood. Seems to be a disconnect between campus and shared services. Communication has been poor. Lack of institutional/system knowledge seems to be affecting things. More focus on recruitment than payroll/benefits recently.

Leadership Assembly is April 26, 2022.

There won't be any COVID testing on campus in the summer. Current testing will end on May 14, 2022.

Adjournment:

Meeting adjourned 2:27pm.

Minutes submitted by: Jenni Wagner, Secretary