

## **UNIVERSITY STAFF COMMITTEE MEETING MINUTES**

TUESDAY AUGUST 11, 2020 / 11:00 AM – 12:00 PM

VIA WEBEX

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**Members Present:** Amy Chostner, Sherry Craig, Bob Grieshaber, Jared Holloway, Carol Kinsley, Julie Lee, Laura McClure, April Puryear, Jenni Wagner, Amanda Welbon

**Members Absent:** Katy Aiello

**Call to Order:** 11:02 pm by Amy

### **New Members**

Amy welcomed new members Sherry Craig and Katy Aiello, who are replacing Ashi Yusuf and Cindy Sobczak who were laid off from the University.

### **Meeting Minutes June 11, 2020**

Amy moved to approve the June 11 meeting minutes, 2<sup>nd</sup> by Jenni, the motion passes unanimously. Carol will upload approved minutes into SharePoint.

### **University Staff Distinguished Service Awards**

Cindy was chairing this committee, but as she has just left the University, Amy is contacting CTS to get the letters of support that were submitted. She will share the documents as soon as she has access. We have a meeting tomorrow to discuss criteria over the award, scoring, and see if anyone has any questions. The Chancellor wants the winners this Friday, so we will be meeting again on Friday even though people are on Furlough. Jenni, April, Jared, and anyone else unable to attend will send their rankings to Amy and Carol to present during the meeting. They should include extra comments to be shared with the group. Amy will send out meeting request for Friday.

### **Ask Me Tables**

April was considering not having the tables because of the difficulties with social distancing and lack of volunteers (she had trouble last year getting volunteers). There should be a much smaller number of students on campus. Another problem with volunteers is many people don't know when they will be returning to campus. With classes will be held in other locations, students will have questions. Admissions/Orientation should have volunteers to help direct students. We know there will be signage – will it be enough? It was suggested that we just have people walking with their "Ask Me" buttons.

Carol suggested having volunteers as the Concierge Desk (the north side where Building Managers sit), because it will have plexiglass, Jared will also ask about manning the RITA Box Office. We need to communicate with Orientation about whether we will have volunteers or not. April will put out a request for volunteers and if she can't find some, we will cancel the event. She will also contact Orientation to see if we will have a Freshman day on campus.

### **Ranger Restart**

Bob reported that Ranger Restart is in the final stages - reviewing social distancing and choosing face coverings for instructional staff. He encouraged everyone to check out the Ranger Restart website <https://www.uwp.edu/rangerrestart/> and let Tim Mackenzie know if any changes. The committee is closely monitoring the Kenosha & Racine communities, and in contact with Kenosha Health Department. The Kenosha Health Department has a consortium with a group of Kenosha Higher Ed representatives. We are still in Phase 1 until we see cases in the community drop. Julie asked about what is the criteria for moving to the next phase - Bob will have Tim & Kim Sekas add it to the webpage. Bob said we are getting a lot of supplies – cleaning, sanitizing, and facemasks. Departments need to request the supplies from Facilities Management. People can order premade kits with paper masks, hand sanitizer, and disinfecting cleaner. There are more supplies, Bob may put together a photo document to share these supplies with campus.

### **New Business**

Amy reported on the last meeting with President Thompson. We should be getting testing supplies, both nasal swabs and saliva swabs. Campus is looking at putting together a contract with Aurora for testing. They also discussed layoffs at the campuses. UWP may be in better shape than other campuses. We had seven permanent layoffs. Also, will have some position eliminations of unfilled positions, both temporary and FTE reductions. Finally, there may be some positions that go from 12 month to 9 or 10 month.

### **Election of New Officers**

Amy is interested in continuing as Chair, Julie also was interested in Co-Chair, and Jenni volunteered to be Secretary. The slate of Amy & Julie as Co-Chairs and Jenni as Secretary was voted upon and passed unanimously. There was discussion of new meeting dates, but all agreed that every second Thursday of the month was still good. Jenni will put on people's calendars. Also, we need to update our website.

**Adjournment:** At 12:03 the meeting was adjourned.

Minutes submitted by: Carol Kinsley, Secretary