

**University Staff Committee Meeting Minutes**

January 12, 2023 / 1:00 PM – 2:30 pm

Galbraith room

**Members Present**: **Katy Aiello,** **Sherry Craig*,* Jean Hrpcek, Carol Kinsley, Loki Lott, Michele Oakes-Cisler, April Puryear, Jenni Wagner, Heather Spencer**

**Members Absent:**

**Guest: Scott Menke**

**Call to Order:**  1:01pm by Carol Kinsley

**Meeting Minutes Approval for December 8, 2023**

Loki Lott motioned to approve, Katie Aiello seconded. Minutes approved.

**Administration Update**

Student enrollment appears to be up this spring semester compared to last year, but overall it is still down. The COVID impact seems to be lingering a little longer than expected due to the nature of our students, who are more economically challenged. The students are taking a longer break than anticipated. Recommendations to improve enrollment are being reviewed.

HLC application process is moving along with presentations happening over the next couple of weeks. The committee is looking for input. (This is a process that occurs every 10 years.)

ATP – we are in the very early stages of this process. There will be big changes coming. Our current systems were not meant for higher ed – the new product we are going to use is geared more for higher ed. Go live time frame is July 2024. The new system will be more technology based and user friendly. Discussion on ATP brought about a brief conversation on recent concerns about the CTS department staffing issues.

Pay plan increase takes effect with the 01/26/23 paycheck. There are discussions happening about moving towards a centralized time frame in which increases for individuals will be considered.

Consultants have been hired to look into how we can leverage our land. They are looking for ways to generate more revenue, but it also needs to be tied to our University mission and goals. Some possible ideas could be an athletic venue.

This led to a conversation regarding the use of the SAC by non-athletic students. The SAC isn’t very inviting for non-athlete students. It also isn’t being maintained to decent standards.

UWP is reviewing differential tuition. UWP and UWGB have lowest tuitions, but currently do not have differential tuition. Some campuses also do differential tuition on programs. We could start looking at doing something like that in the future.

Progression/Promotion policies will hopefully be presented to the cabinet next week.

**By-Law Review**

The By-Laws Committee did one final review in December but did not make any changes.

A brief discussion took place regarding changing the committee size and/or the verbiage (up to eleven), but it was decided to leave that for the next review in 2024.

Michele Oakes-Cisler motioned to approve the By-Laws and it was seconded by Loki Lott. The updated By-Laws were approved.

Sherry Craig and Carol Kinsley will send a copy to the Chancellor, as well as notify University Staff.

**Holiday Tree**

Tree takedown was rescheduled due to a request. Jenni received a handful of “thanks” for keeping it up. If this tradition continues, the holiday calendar should probably be reviewed before scheduling anything. John Bruch approved FM covering the associated costs with putting up the tree and taking it down.

**Professional Development Training/Luncheon**

Luncheon numbers are low. Sherry Craig has a meeting with the presenter tomorrow. Heather will pull the count at the end of the day. A calendar invite will be sent for those that RSVP’d.

**HLC Review**

This was covered under the Administration Update. Please look for sessions that may interest you, as they are actively looking for feedback. Sherry and Carol will be attending a session in the near future.

**New Business**

An inquiry was made regarding the SharePoint/I drive/M drive migration. No new news and it was a surprise to some.

**Adjournment:**

Sherry Craig motioned to adjourn, Heather Spencer seconded.

Meeting adjourned: 2:16pm

Minutes submitted by: Jenni Wagner, Secretary