

**University Staff Committee Meeting Minutes**

June 9, 2022 / 1:00 PM – 2:30 pm

Galbraith room

**Members Present**: **Katy Aiello, Sherry Craig*,* Bob Grieshaber, Carol Kinsley***,* **Julie Lee***,* **Heather Spencer*,* Jenni Wagner**

**Incoming Members**

**Present: Jean Hrpcek, Loki Lott, Michele Oakes-Cisler**

**Members Absent**: **Mary Henderson, Laura McClure, April Puryear**

**Guests: Lisa Crumble**

**Call to Order:**  1:04pm

**Meeting Minutes Approval for May 12, 2022**

Minutes approved

**Election Results**

Welcomed newly elected members: Sherry Craig, Jean Hrpcek and Loki Lott – term ending 2025; Michele Oakes-Cisler – term ending 2024.

Gave thanks to outgoing members: Katy Aiello and Julie Lee.

**Upcoming Executive Committee Election**

The Executive Committee consists of two co-chairs and a secretary. Descriptions of responsibilities can be found in the by-laws. Sherry indicated interest in remaining co-chair, but she needs a co-chair. Jenni indicated that she is not interested in continuing with the secretary role. Nomination and election to take place in June.

**Department Assistant Update**

Sherry emailed Sheronda after our last meeting and then a few days later an email went out to all ADA III staff indicating that they were being switched to the Department Assistant position.

**Emeritus Update**

Sherry emailed HR about the status of getting a list of staff who have Emeritus status. They were unable to provide her with that, but did give her a listing of staff who had retired since 2017. She reviewed the list and found several staff who still had active emails, but to our knowledge did not have Emeritus status. The Emeritus listing could possibly be accessed in Solar.

We are still not sure why the Emeritus procedure is not followed consistently. Nobody seems to know what the benefits are, nor does it seem proper that the benefits are not posted anywhere.

**University Staff Professional Development Event**

Upcoming event happening on August 18. Carol, Michele, and Heather volunteered to be on the sub-committee to finalize plans for this event. Jenni motioned that $2,000 be given as the budget for the event and Sherry seconded it. Motion passed unanimously.

**UWM – lump sum payment**

UWM has granted a one-time lump sum payment to staff due to inflation – as they seem to have the current budget to do this, but do not have the budget to do a base building increase. In a past USC meeting Scott Menke mentioned that another base budget increase, similar to the one a few years ago, was being discussed here.

**New Business**

**Upcoming meetings**

Jenni will send out invites for the next two meetings. She will work on reserving the Galbraith Room for those two meetings. Discussion took place about other possible locations to consider as well.

Scott Menke will be included in the invites – with a time slot for updates from him included in the agenda.

A request was made to keep meetings to an hour, if possible.

Future agenda item – Complete overview of the University Staff Distinguished Service Award process

Other campuses are holding University Staff Professional Development Conferences. Michele virtually attended the recent one held by Eau Claire. She said an informative session was on EFT.

Green Bay has their conference scheduled for September 30th.

**Adjournment:**

Meeting adjourned 2:20pm.

Minutes submitted by: Jenni Wagner, Secretary