Minutes

I. Call to Order
Chair Wedig called the meeting to order at 2:01 p.m.

II. Approval of Minutes of March 11, 2014
Tuescher motioned to approve the minutes as presented, seconded by Kruser. Minutes approved.

III. Approval of the Agenda
Tuescher moved to approve the “updated” agenda, seconded by Siegert. Agenda approved.

IV. Announcements
Tuescher has a conflict with the date of the senate conference, so he will not be able to attend. Meeting is May 22; please let Chair Wedig know if you would like to attend.

V. Administrative Updates
1. HR/UPS Updates (C. Buswell)
   No updates at this time, Buswell not in attendance.

2. Class absences and complaint process (S. Nevins)
   These policies are located on the dean of student’s website at http://www3.uwplatt.edu/dean-students/services-students
   The Dean of Students office is there to answer questions, address concerns, and meet the needs of students.
   - Absences: Ultimately, it is the students’ responsibility to inform instructors if they will be absent, during family emergencies or extended absences the office will work with the student and the family to help notify instructors of any long term or short-term absences.
   - Complaints: Students should contact the instructor first, if they feel uncomfortable, they should contact the chair of the academic department, if not resolved discuss with the dean of the college, if no resolution at that point then discuss with the provost.
• Violation of any established University policy falls under Chapter 17.

VI. Old Business

1. **DMC Update** (L. Wedig)
   
   Old DMC 109 employees received a base bump, and all LTE’s received an equally distributed amount.

2. **Chapter 36**
   
   We will discuss chapter 36 after the conference in May.

3. **Budget Responses** (C. Riedl-Farrey)
   
   Senior executive staff has determined we are keeping the TSI grants for two more years. Discussion ensued about creating a survey for the current TSI students.

   **Motion** Tuescher moved to support the TSI grants decision, seconded by Schute. Motion unanimously approved.

   Discussion ensued about where the money goes if it is not used for one-time compensation, the possibility of being in the red in three years, and what happens in the future, if the money is used for a one-time compensation. The money would go back into each department’s budget; concerns had about department’s spending money without being able to support the reason, since this money, if distributed back to departments, would need to be spent by end of this fiscal year (June).

   **MOTION:** White moved to recommend a one-time lump compensation with the available balance and spread across entire campus equally, seconded by Schute. Motion unanimously approved. If one-time lump compensation is approved it would be distributed in June.

   Discussion ensued how lab mods were handled in the past and the issues with the process. Riedl-Farrey stated they could create a new process and then bring it forward to the senates for approval.

   **MOTION:** Wiegman moved to recommend reestablishing the lab mod and capital funding, with the reevaluation of the process, seconded by Kruser. Motion unanimously approved.

   Discussion ensued about the 80/20 carry over proposal, position control, and fringe savings proposal.

   **MOTION:** Tuescher moved to recommend if the carry over money is not spent by quarter two, it would go back into a central pot for reallocation, seconded by Kuhl. Motion unanimously approved.

   **Motion:** Kuhl moved to approve that new positions salary savings do not accrue to departments until the position is filled, seconded by Wiegman. Motion unanimously approved.

   **MOTION:** Schute moved to approve the fringe saving proposal, seconded by Blindert. Motion unanimously approved.
**MOTION:** Tuescher moved to recommend accepting the position controls that vacancies revert to the Dean and Provost in the academic affairs and colleges section and revert to the Provost in the non-colleges section, and the new positions be approved by the Provost or Dean, seconded by Siegert. Motion unanimously approved.

**MOTION:** Tuescher moved to approve option B of the base budget reduction proposal, seconded by McCarville Motion unanimously approved.

4. **Reclassification**
   Chair Wedig will review Chapter 380 regarding a deadline and check with HR, no one has been contacted with a status of his or her reclassification. Some employees have waited a year or longer with no communication.

**VII. Committee Reports**

1. **Elections and appointments** (M. Droessler)
   Droessler provided Chair Wedig a list of nominations received. To vote go to the pioneer link.

2. **Constitutions and Bylaws** (K. Tuescher)
   Nothing to report at this time.

3. **Marketing** (K. Wiegman)
   Nothing to report at this time.

4. **Awards and Recognition** (M. Kruser)
   Awards committee met; there were six classified and two LTE nominations received. The winners were Mary Ann Henry for the classified award and Nancy Weigel for the LTE award. Nominees packets need to go to HR and the award winners nominations need go to Liz Schaal in the chancellor's office.

**VIII. New Business**

1. **DMC for 2014-2015** (L. Wedig)
   A decision on what we would like to recommend is needed at the next meeting. Step two will no longer be an option and will be base building; all eligible employees will receive a step one.
   - Names in yellow are a question on if they meet the requirements.
   - Names in blue are close to three years.
   - Name is white fall into a higher percent off the minimum.
   - The amount available is $56,584.00 for 2014-2015.
   - Option: address the employees that did not get a base bump last fall and remove the employees that received a base bump last year.
   - LTE employees are not included in the spreadsheet.
   - Chair Wedig will contact HR to get an updated list of employees.

2. **Elections April 7-21**
   Chair Wedig reminded everyone about elections and voting.
IX. Next Meeting Date Tuesday, April 08, 2014

X. Adjournment

Chair Wedig adjourned the meeting at 3:53 p.m.

Respectfully Submitted

Lori Wedig, Chair

Lisa A Merkes-Kress, Recording Secretary
no later than eight days prior to the next meeting.