Minutes

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

II. Approval of Minutes of March 25, 2014
   Tuescher motioned to approve the minutes as presented, seconded by Blindert. Minutes approved.

III. Approval of the Agenda
   Blindert moved to approve the agenda, seconded by Tuescher. Agenda approved.

IV. Announcements
   No announcements at this time.

V. Administrative Updates
   1. HR/UPS Updates (C. Buswell)
      - The directors meeting discussed UPS and the grievance policy; if JCOER approves, the new policies would start July 1, 2015. Senate should start working on creating a grievance procedure.
      - Reclassification delays - HR needs to receive information from other UW’s that have the same title being used on their campus, and they do not always have a quick turnaround time. Buswell addressed the fact that no one notified HR of his or her concerns before the last senate meeting. If/When a reclassification is approved then pay will be retro back to when the initial application was submitted to HR.
   2. Introduction (J. deCoste)
      J. deCoste’s position is a new position on campus and was hired in 2012. DeCoste is creating a strategic plan document and would like feedback by July 2014 on the following questions:
      - What would you like to see addressed with in a diversity strategic plan?
      - What is most important to you to include in the plan and why?
      - What do you expect from her division?
      - How would you like the plan and any data to be shared?
Open forums will be in May. Discussion ensued about not being able to attend because a manager will not let you, if there is a concern or issue please contact DeCoste and she may be able to assist.

VI. Old Business

1. **DMC 2014-15 (L. Wedig)**
   Chair Wedig has a spreadsheet with all of the updated employees; this is not on the shared drive at this time because she does have accurate information available regarding the percentages and amounts. Chair Wedig will verify with Cathy Reidl-Farrey if there would be enough to distribute a percentage to all classified employees. Other options will be discussed once we learn if this is an option.

VII. Committee Reports

1. **Elections and appointments (M. Droessler)**
   Voting has started, an email has been sent with a link to vote. Voting ends April 21, 2014. Chair Wedig is discussing with the other senates to see how they run committee elections.

2. **Constitutions and Bylaws (K. Tuescher) – Nothing to report**

3. **Marketing (K. Wiegman) – Nothing to report.**

4. **Awards and Recognition (L. Merkes-Kress)**
   Contacted chancellor’s office and J. Burkholder would like to know when to notify the winners. Classified Staff Senate owns the award so committee needs to let Burkholder know what the senate wants. One of the winners is retiring April 16 and for her to receive the award paperwork needs to be in the HR office soon.
   - Merkes-Kress presented a draft letterhead that A. Kruel in publications created specifically for classified staff senate and would like approval for use.
     - Committee approved with modifications being applied to form, and D. Blindert will notify A. Kruel to send final letterhead proofs to Merkes-Kress and Chair Wedig.
   - Need to notify P. Erickson or Dan Wackerhauser in order for winner’s to be interviewed for the web after Chancellors office notifies the winners.
   - J. Lohman interim HR director stated he did not see a problem with creating a certificate for the nominees who did not win in order to show appreciation. Awards Committee will create and send to senate for approval.

   Discussion ensued about sending a letter of appreciation to the nominees that did not win; Awards committee will submit a letter to senate for approval along with the certificate of appreciation.

VIII. New Business

No new business at this time.

IX. Next Meeting Date Tuesday, April 22, 2014

X. Adjournment

Chair Wedig adjourned the meeting at 3:10 p.m.

Respectfully Submitted

Lori Wedig, Chair

Lisa A Merkes-Kress, Recording Secretary
Classified Staff Senate meets the second and fourth Tuesday of the month at 2:00 p.m. in the Bears Den conference room in the Markee Pioneer Student Center. The meetings are open to the public. Please Submit agenda items to Lori Wedig wedigl@uwplatt.edu no later than eight days prior to the next meeting.