University Staff Council
January 17, 2018
780 Regent St, Rm 126A
Meeting Minutes

Members Present: Rose Stephenson (Chair), Jeremy Johanski (Vice Chair), Chandhu Suresh (Secretary), Kelly Campbell, Bryan Peters, Dennis Rhodes, Mike Shattuck.

Members Absent: None

Administrative Liaisons: Margo Lessard, Rich Thal

Rose Stephenson called the meeting to order at 1:05 pm.

1. Approve minutes from October 23rd, 2017 meeting
   Dennis will provide the minutes from the October 23rd meeting. Kelly Campbell moved and Bryan Peters seconded that the Council vote via email to approve the October 23, 2017 minutes, so the approved minutes can be posted on the website before the next meeting. Motion passed. Rose will email the minutes for a vote.

2. Report on Governance Meetings – Dennis Rhodes and Jeremy Johanski
   Dennis reported that the recent joint governance meeting at the Pyle Center was centered on questions and discussion around restructuring and merging UW-Extension and UW-Colleges with UW institutions. Until the review from the Higher Learning Commission (HLC) for accreditation is completed, nothing is going to be concrete. Materials from each campus needed to be submitted last week to the HLC. The next joint governance meeting will be Feb 2nd.

3. Update on UW Colleges and UW Extension Restructuring – Jeremy Johanski
   Jeremy reported that the discussions happened around the colleges online and about, what each of the campuses were proposing for the restructuring. Next Governance meeting will have the updates from HLC. Jeremy explained the Steering committee structure and it consists of one member from each 4-year colleges, representative from University staff council, academic staff council and student services and multiple members from colleges and extensions.

4. Report on Joint meeting of Academic Staff Committee and University Staff Council RE: Pay Plan Implementation
   The meeting was at the service center and Margo facilitated the meeting and gathered feedback on the pay plan draft. There will be a midterm performance evaluation and Shenita will send the reminder. The goal is to focus on the review rather than the evaluation. Pay plan increase is based on the satisfactory level on the recent performance evaluation. Supervisors will need to act on their staff evaluation and that is due in February. Yet to get approval from the JOCER for the pay plan. The open issues are whether the president is going to use all of his 15% and the effective date.

5. Title and Total Compensation Update
   Margo was asking to schedule Joint meeting to talk about the next steps. Rose to schedule the meeting. Draft document for Job Families/Sub Families and level guide is available and will be posted to the website. Next phase is to collect the position description for the parent position and the child position will inherit all the description from the parent position and additional responsibilities as needed. Then position titles will be analyzed with the outside market. Mercer will do the benefit valuation analysis and we will get the report back from the Mercer.

6. HR Update
   Termination leave policy – not yet approved. Margo will send updates related to UPS policy on consensual relationships, FLSA designation, and, I-9 verification Policy to Rose and Miguel through email.

Kelly Campbell made a motion to adjourn; Bryan Peters seconded. The meeting was adjourned at 2:05