
Members Absent: None

Others Present: P. Sheehan, K. Kerl, S. Hildebrand, D. Bazzell, H. Herrera

At 2:00PM Chair Kutz called the meeting to order.

Ms. Czynszak-Lyne moved, seconded by Mr. Pond, to approve the Minutes of 10.23.14. All in favor with Mr. Bradley abstaining. MOTION CARRIED.

Under ‘Public Comments’, Chair Kutz recognized Mr. Hector Herrera, Congressional Representative of District 142. Mr. Herrera stressed his opinion that communications between incoming and outgoing supervisors is essential. Mr. Herrera stated that in his own experience some supervisors worked only six to eight months and then left without providing adequate information to their successor. Mr. Herrera also said that by his observation, some supervisors concentrate more on the paperwork they have to provide to their managers rather than on interacting with the staff. Mr. Herrera suggested that supervisors need to be surveyed as to their needs as they see it, and described supervisors as getting “pressure from above and below”. Mr. Patrick Sheehan of the Office of Human Resources replied that the handoff portion of incoming and outgoing supervisors is a subject that has been discussed at great length and may need to be addressed in some supplemental documents to accompany either the Probationary policy or Employee Onboarding. Discussion was heard from members of CSEC that in one of their cases they inherited a work crew that had experienced having four supervisors in a single year.

In addition, Mr. Herrera commented on what he felt to be an improper use of the English Proficiency requirement for certain tasks, believing that it is sometimes improperly applied and causing intimidation of some of the employees of the English Language Learners community. Mr. Sheehan replied that HR designates English Proficiency position requirements and individual supervisors should follow those instructions.

Chair Kutz recognized Ms. Mary Czynszak-Lyne. Ms. Czynszak-Lyne requested that an appearance by the Director of the Child and Family Resource Center be considered for a future Congress meeting.

Chair Kutz recognized Vice Chancellor Darrell Bazzell. Vice Chancellor Bazzell announced to the Committee that Chancellor Blank would be joining them for the meeting of 13 November. Vice Chancellor Bazzell stated that this would be an important opportunity for CSEC to engage the Chancellor as a group and to take the time between now and that meeting to consider what issues they want the Chancellor to address and how best to use the time they have with her at the meeting.
Vice Chancellor Bazzell was excused with the thanks of the Committee.

Chair Kutz recognized Mr. Keith Kerl, Chair of the Personnel Policies and Procedures Committee. Mr. Kerl noted that the committee would be meeting this week regarding the Layoff policy. Mr. Kerl raised questions regarding when and which drafts of the policies were being released to the Congressional membership. Secretary was instructed to release the original draft of the policies as well as the version that the PPP committee sends to CSEC, once CSEC approves it. Discussion was heard that it would be helpful to include a desired timeline for the debate and implementation of these policies.

Chair Kutz opened discussion on the nominees to the Diversity Framework Committees.

Pursuant to Open Meetings exemption: Wis. Stats. 19.85 (1) (c) and (f) Ms. Czynszak-Lyne moved, seconded by Mr. Petters, to go into closed session. All in Favor. MOTION CARRIED.

***closed session***

Ms. Czynszak-Lyne moved, seconded by Ms. Hilmanowski, to move into open session. All in Favor. MOTION CARRIED.

Ms. Czynszak-Lyne moved, seconded by Mr. Petters, to report the following nominees to the Vice Provosts office to serve on Diversity Framework Committees: Billy Gates, Jr., Debbie Morris, Lucas Zeimet, Donna Cox, Bill Omdahl, Michelle Szabo. All in Favor. MOTION CARRIED.

Chair Kutz opened discussion on the draft Charge of the Nominations Committee. General agreement heard on minor grammatical edits. Ms. Czynszak-Lyne moved, seconded by Mr. Pond, to amend the document to include the phrase – ‘Recommendations to committees to be reported to CSEC for approval’. Ms. Meinholz moved, seconded by Mr. Fritter, to postpone action until next week. All in Favor. MOTION CARRIED.

Chair Kutz opened discussion on the Congressional Districting Database which is now live on the OCS website. Chair Kutz noted he appeared before the Communications Committee and discussion was had that a FAQ feature might be useful for the site. Chair Kutz invited the CSEC to make submissions in this regard so the website could be updated.

Chair Kutz opened discussion on the Classified Staff Congress. Discussion was heard in regard to the recent request from a Congressional Representative to send a mass email to the Congressional WiscList via the Secretary’s office and the Representatives subsequent attempt to use that list without permission of the administrators. The Secretary reported that he had refused to send the requested email of the Representative as the email contained factual errors as it related to Wis. Stat. 36.09. Discussion was heard that it was inappropriate for the member of Congress to refer to the Secretary as ‘unethical’ in an email regarding this decision. Chair Kutz and Vice Chair Meinholz both noted that they had personally invited the Representative to appear before the CSEC to discuss his request and the refusal of the Secretary to transmit the mass email, but the Representative declined. Discussion was heard that the email sent to the Secretary, regarding the ethics of the Secretary, was inappropriate enough to be referred to the Vice Chancellor as a work place issue. Discussion was heard that caution
must be exercised so as to protect the free speech of Congressional Representatives, but that the attempted unauthorized use of the WiscList should be considered separately and in accordance with University policy. Reply came that the type of personal attack represented in the email communication of the Representative to the Secretary violates the spirit of diversity on campus which calls for respect and dignity to be accorded to all individuals. Further discussion was heard that while personal opinions are protected, professional decorum is also expected. Chair Kutz informed the committee he would pass the information along to OHR to be handled at their discretion.

Secretary noted that in regard to the upcoming Congress meeting a request was sent to Congressional Representatives to inform the Secretary in advance if they intend to provide a District Report at the next meeting. This was done in order to better manage the time allotted on the agenda.

Mr. Bradley was excused from the remainder of the meeting and exited.

Chair Kutz recognized the Secretary in regard to the inquiry of last week about the letters sent to the Transportation Committee by CSEC. Secretary reported he had recovered both the letter to the Committee and their reply and submitted them to CSEC for their review. Discussion heard that the reply letter can only be viewed as an ‘acknowledgement’ rather than an ‘answer’ to the inquiries of CSEC. Further discussion was heard that a combination of small raises for entry level staff, coupled with significant parking fee increases, results in a net negative for campus employees.

Chair Kutz opened his Chair’s Report by informing CSEC that he had met with Ms. Debbie Weber to discuss the particulars of the newly formed, ‘Supervisors Network’. Chair Kutz reported that in the conversation Ms. Weber stressed the importance of the common goals, needs, duties, as well as the uniqueness of the Academic Department Manager position. Chair Kutz related that he inquired of Ms. Weber if she thought there would be a benefit to creating a Classified Staff Congressional district that was dedicated to the Academic Department Manager job category, and that Ms. Weber replied that she was not interested in pursuing that idea. Chair Kutz reported that Ms. Weber informed him that the Network is not and has no goals to be treated as a shared governance body. Discussion was heard that the Network also includes Academic staff. Chair Kutz noted that he offered to create a Joint Committee of Academic and Classified staff, as has been done in the past, dedicated to issues of Academic Department Managers. Chair Kutz reported that Ms. Weber was not interested in pursuing this idea and that the Network will be planning a bi-weekly meeting schedule. Question was raised as to how this job category is so different than any other job category which has duties that cannot be replicated by another. Chair Kutz replied that Ms. Weber did say that other job categories could create similar networks based on this criteria. Discussion was heard that a dedicated Congressional district in this regard may prove appropriate. Discussion was heard that the Network is primarily a learning opportunity for its participants. Question was raised as to how training could be conducted by the Network if it does not have a budget. Reply came that the members of the Network would likely work with OHRD to give input as to which areas training is most needed or personal development is lacking.

At 4:30pm, Ms. Czynszak-Lyne moved, seconded by Mr. Pond, to adjourn. All in Favor. MOTION CARRIED.
Minutes prepared and submitted by: J. Lease / Secretary