
Members Absent: M. Bradley (EXCUSED)

Others Present: P. Sheehan, S. Hildebrand, M. Walters, J. Brown, A. Arnold

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

Chair Kutz introduced Chancellor Rebecca Blank. Chancellor Blank thanked the members of the Classified Staff Executive Committee for their service in forming the newest shared governance group. Chancellor Blank acknowledged the questions that CSEC had provided and began to address them per subject.

Regarding vision, Chancellor Blank noted that her view the goal of CSEC should be to create an effective governance group and become a full partner in shared governance while reflecting the views of classified staff.

Regarding HR Design, Chancellor Blank commented that a perspective must be maintained regarding balancing management and staff. Specifically on the right to return, Chancellor Blank noted that the proposed one month time frame seemed reasonable and that her initial impression was that six months was too long. Chancellor Blank said that in regard to the various proposed policy drafts she always is open to what others might see as room for improvement and hopes to get feedback.

In regard to Classified Research, Chancellor Blank stated that a report will be presented to the Faculty at their December Senate meeting. Chancellor Blank surmised that this will likely lead to a policy being produced that is similar to other universities. Chancellor Blank said that she did not see any reason why the recommendations of the report would not be accepted and noted that there is legislative interest in policies on this topic being established.

In regard to the potential shrinking size of classified staff and the effect that might have on shared governance, Chancellor Blank responded that a downsized staff will not affect the place at the table of classified staff when it comes to shared governance even in five or 10 years as it will remain significant in size.

In regard to outsourcing, Chancellor Blank noted that while it is underway at UW-Superior, due in part to their heavy debt load, at this point UW-Madison is not looking at it as an option and has no plans to do so.
In regard to the establishment of a Living Wage, Chancellor Blank noted that money is already put aside so that University employees who are working below the Madison living wage can be raised to that wage.

In regard to a possible change in state statutes regarding shared governance, Chancellor Blank said that an operation the size of the UW-Madison cannot be run without effective feedback and communication and therefore if shared governance did not exist we would have to create it.

In regard to the right of classified staff to participate in shared governance, the Chancellor replied that a standard policy is needed and that there is an expectation that those involved need a certain amount of leeway in order to participate. The Chancellor stated that if we are committed to shared governance we need to know if there is a unit or individuals who are unreasonable, both in not granting time, and in taking time beyond what is needed as both are unacceptable.

In regard to communication, the Chancellor stated that the advice of CSEC on talking broadly and not allowing certain groups to go unaddressed is taken seriously.

In regard to CSEC’s request for face to face meetings, the Chancellor responded that meeting once a semester is a reasonable request.

Chair Kutz recognized members of CSEC to ask follow up questions.

Questions were raised regarding the choice of exempt employees to transfer to academic staff. Concern was expressed that some employees view the process as negative as they see a potential combination of either a financial hardship or lack of room for advancement. Chancellor Blank replied that such issues are typical of reclassification efforts and emphasized the voluntary nature of this transfer. Chancellor Blank said she recognized that there are issues of concern but said it would be difficult to provide a situation in which an employee would be able to make a choice in which there would be both greater wages and greater promotional opportunities. The Chancellor continued with her reply to say that it is unlikely that many opportunities for promotion exist in the current classifications and hopes that this reclass may open some opportunities. Mr. Mark Walters of the Office of Human Resources noted that a normalized compensation structure will also be implemented and compensation is planned to address issues of promotional ability. Chancellor Blank concluded that employees overall will be better off once the classification is complete but asked that suggestions and concerns regarding the process continue to be forwarded. Chancellor Blank noted in addition that employees will be kept in the pool to have access to across the board increases provided by the State of Wisconsin.

Objection was raised regarding the proposed 30 day transfer rights timeline. Chancellor Blank replied that she had never seen more than 30 days in any other workplace and that a shorter clock provides incentives to all concerned. Chancellor Blank continued that difficulties which arise should result in more cooperation between colleagues rather than a return to the prior workplace. Objection was raised to the length of probation increasing while the length of transfer opportunity decreases. Chancellor Blank replied that the cost and burden to the workplace to hold open a position longer was unacceptable and that the proposed probationary length was in line with other workplaces.
Chancellor Blank was excused with the thanks of the Committee.

Chair Kutz entertained a motion to approve the Minutes of the previous meeting. Ms. Czynszak-Lyne moved, seconded by Mr. Pond, to approve the Minutes. Discussion was heard inquiring as to the nature of Ms. Czynszak-Lyne’s participation in events and meetings of ASM. Chair Kutz responded that the Associated Students of Madison had reached out to him and encouraged more cooperation between shared governance groups and that such participation was in the spirit of that request. Ms. Czynszak-Lyne noted she had attended an ASM Council meeting in the same manner that ASM had attended CSEC meetings and that ASM has expressed an interest in future joint training. All in Favor. MOTION CARRIED.

Chair Kutz recognized Ms. Czynszak-Lyne under ‘Public Comments’. Ms. Czynszak-Lyne noted that ASM is suggesting a coalition of shared governance groups to create and support a food pantry and would like this issues added to the next CSEC agenda for discussion.

Chair Kutz recognized Rep. Alisha Arnold of District 194 under Public Comments. Ms. Arnold reported that she had completed her first district meeting and had compiled a list of questions that came out of that meeting. Question had been raised as to what the recourse might be if a Representative had failed to represent their constituents. Reply came that such matters should be addressed at the time of the next election and as of this time there is no mechanism for removing a member, but the bylaws of Congress, once completed, may address that issue. Question had been raised as to why CSEC didn’t organize itself to include staggered terms. Reply came that it was mostly due to the cost of conducting elections. Question had been raised as to how draft policies will reach final approval. Reply came that any and all drafts passed by the shared governance bodies will be provided to the Chancellor who will make the final decision. Questions and concern had been expressed regarding the transparency of transfer to academic staff. Mr. Mark Walters replied that a more detailed analysis for the benefit of staff would be forthcoming. Mr. Patrick Sheehan of OHR emphasized the personal nature of decisions to transfer and noted that they would be made for a wide variety of personal reasons. Chair Kutz praised the use of breakout sessions at the last series of HR Design Forums that focused on topics such as these.

Chair Kutz opened his Chairs Report by discussing the timeframe of the December 4th CSEC meeting. General agreement was heard to hold the meeting between the hours of 1pm – 3pm.

Chair Kutz recognized Ms. Meinholz who noted that the Diversity Report displayed on the OED website does not include the appendix of employee comments that CSEC requested be included. Secretary was instructed to make inquiries in this regard.

Chair recognized Keith Kerl, Chair of the Personnel Policies and Procedures Committee. Mr. Kerl noted that a vote on the Layoff policy will likely be taken at the next meeting and then the committee will begin to examine the Probationary policy. Mr. Mark Walters clarified that seniority will be the primary but not the only factor as it relates to the current draft of the Layoff policy.

Chair Kutz opened discussion on the next meeting of Congress and noted that he would be providing a live demonstration of the districting database at the Congress meeting during his report.
Chair Kutz recognized Ms. Linda Meinholz regarding the statewide shared governance planning council. Ms. Meinholz noted that the question of health care cost deductions was raised. In addition Ms. Meinholz noted that UW-System has expressed support for future joint meetings to take place in conjunction with scheduled Board of Regents meetings.

Chair Kutz opened discussion on strategic planning for CSEC meetings and initiatives. Question was raised as to how and if CSEC members might respond to Congressional criticism of existing processes at future meetings. Question was raised if CSEC should respond to the Congressional Representative who was critical of the situation in which the Secretary refused to distribute an email to the Congressional list that he determined was not factual. Objection heard that such debates should take place on the floor of Congress and not in written communications. Objection heard that such matters are to be handled by OHR and not the committee. Response came that the Committee as a whole has to make a determination as to how in the future they plan to respond if they feel that the office of the Secretary is being violated. Objection heard that the Committee has no authority in this regard and such personnel matters belong with OHR.

Question was raised regarding meeting schedule for upcoming holiday weeks. General agreement was heard that no meetings will be scheduled during the holiday week in November and December but that a three hour meeting on 8 January would be scheduled.

At 4:10pm Ms. Meinholz moved, seconded by Ms. Hilmanowski, to adjourn the meeting. All in Favor. MOTION CARRIED.

Minutes prepared and submitted by: J. Lease / Secretary