
Members Absent: M. Bradley (Excused)

Others Present: P. Sheehan, D. Ladwig, K. Kerl, S. Boeger, P. DuCharme

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

Ms. Czynszak-Lyne moved, seconded by Mr. Petters, to approve the Minutes of 10.16.14. All in Favor. MOTION CARRIED.

Chair Kutz recognized Ms. Mary Czynszak-Lyne under the public comments portion of the agenda. Ms. Czynszak-Lyne raised the question of the failure of certain classified staff representatives to attend meetings of the Diversity and Climate Committee. Secretary was instructed to contact those members to see if they are receiving meeting notices and if they intend to participate, or wish to withdraw.

Chair Kutz recognized Mr. Terry Fritter, who wished to have the Minutes reflect the thanks of the committee extended to Vice Chair Meinholz for chairing the previous meeting.

Chair Kutz recognized Dean Ladwig, Chair of the Professional Development and Tuition Committee. Mr. Ladwig informed CSEC of the PDTC’s motion to approve a reimbursement to Ms. Mary Rice in the amount of ....

Ms. Czynszak-Lyne moved, seconded by Ms. Droes, to approve the reimbursement for Mary Rice in the amount of ....

Mr. Ladwig noted that the PDTC was exploring the possibility of obtaining discounts from conferences when the PDTC sponsors a group of seats on behalf of classified staff.

Discussion was heard that the PDTC reimbursement forms should carry a spot specifically for printed names, in addition to signatures.

Chair Kutz reported along with Ms. Droes, that the congressional district searchable database is now live online at the OCS website. Chair Kutz reported that the Communications Committee will review the content to make suggestions to maximize message and user friendliness. Discussion included the idea to highlight by color the alternates versus the representatives.

Chair Kutz recognized Mr. Keith Kerl, Chair of the Personnel Policies and Procedures Committee. Mr. Kerl reported that the first draft of the Layoff policy has now been fully reviewed and the suggested revisions to that policy are now being examined. Mr. Patrick Sheehan of OHR noted that the question of seniority
and grandfathering is under discussion as it relates to tracking issues. Provisions regarding ‘reasonable offers’ are also under consideration. Other points of discussion by the Committee in regards to the policy include a ‘reduction of hours’ definition versus a definition of ‘layoff’. There was also a discussion as to how those who are laid off are notified of the layoff.

Chair Kutz recognized Ms. Meinholz regarding the proposed procedure for the release of policy drafts.

Ms. Czynszak-Lyne moved, seconded by Ms. Droes, to approve the submitted procedure without a specific time frame reference. All in Favor. MOTION CARRIED.

Secretary was instructed to release the Layoff Policy.

Chair Kutz recognized Mr. Patrick Sheehan of OHR for the purpose of introducing the Probationary policy draft. Discussion included objections heard from co-workers regarding the provisions of the policy. Discussion heard that concerns regarding a right to return were expressed at a meeting of the Cross Governance Council. Objection raised that the probationary policy is in conflict with industry standards as it relates to similar job types in the private sector.

Ms. Czynszak-Lyne moved, seconded by Mr. Pond, to refer the draft of the Probationary policy to the Personnel Policies and Procedures Committee and to release it to the members of Congress. All in Favor. MOTION CARRIED.

Chair Kutz began his Chairs Report by informing the members of CSEC that he had invited Ms. Debbie Weber to appear in order to speak regarding the creation of the Supervisors Network, but as of yet Ms. Weber had not agreed to a date to participate. Ms. Hilmanowski noted that she is aware of the organization and could confirm that it is not intended to be a shared governance group. Ms. Hilmanowski continued that the group is primarily concerned with training and described those involved as participating for the benefit of the networking opportunity which covers both classified and academic staff supervisors. Ms. Hilmanowski stated that she was unaware as to how many people were invited or are actively participating. Question was asked if the meetings were taking place during normal work hours. Reply was in the affirmative. Question was asked if the meetings were open to the public, Ms. Hilmanowski stated she did not know the answer to that inquiry. Concern expressed that a group of this type may be meeting to discuss how to apply policies to the benefit or to the detriment of certain individuals. CSEC members expressed interest in attending a Supervisors Network meeting and requested the Chair to pursue adding Ms. Weber to the CSEC agenda in order to discuss the Network in greater detail.

Chair Kutz recognized Ms. Sherry Boeger of the Employee Assistance Office. Ms. Boeger introduced her colleague, Mr. Patrick DuCharme. Ms. Boeger informed the CSEC of an open house reception on behalf of the EAP office that is scheduled for 7 November. Ms. Boeger described the reception as part of a re-branding process for the office, with the goal of building stronger relationships with campus communities.
CSEC members indicated their interest in inviting representatives of EAP to their own Department meetings to discuss the services that are offered. Ms. Boeger stated that she wishes to communicate the message that the EAP office is approachable and safe.

CSEC Chair Kutz opened discussion on the next Congress meeting. Discussion included possible agenda items such as the Performance Management policy, the Grievance policy, and an appearance by Casey Newman of Transportation Services to discuss the Base Lot Renewal system proposal.

Chair Kutz opened discussion on the ‘Nominations Committee’. CSEC members requested that a draft of a Committee Charge be prepared for their review. Secretary was instructed to prepare such a draft that will address goal of diversity, permanent status as a singular qualifier for service, and a term of one year for committee members.

Mr. Fritter made a motion, seconded by Mr. Petters, to adjourn the meeting. All in Favor. MOTION CARRIED.

Minutes prepared and submitted by: J. Lease / Secretary