

## MINUTES

### Personnel Policies Procedures & Communications Committee

9.20.23

MEMBERS PRESENT: T. Akey, P. Haney, K. Schultz, B. Shore

MEMBERS ABSENT: K. Schehr

At 2PM, in the absence of a Chair, the meeting was called to order by the Secretary.

The Secretary paused for public comments. None sought recognition in this regard.

The Secretary informed the Committee of the obligations associated with Wisconsin Open Meetings and Records laws.

The Secretary opened nominations for Chair of the Committee. Mr. Tim Akey and Mr. Peter Haney put their names forth in the nomination for Chair. Mr. Akey and Mr. Haney were each given the opportunity to address the Committee in regard to their candidacy. A balloting took place and Mr. Haney was announced as the winner and the Secretary relinquished the Chair to him.

Chair Haney recognized Christina Stefonek for the purpose of leading a conversation regarding campus mentoring opportunities.

Ms. Stefonek reviewed the existing formal mentoring programs and described the basic tenants of career mentoring.

Discussion was heard if mentors should work in the same department and share a similar title. Discussion was heard that sharing a title would be beneficial. Discussion was heard in regard to who would make a good mentor and how that might change depending on the circumstances and the purpose.

Discussion was heard that the university staff in general is unfamiliar with the availability of resources and how to access them. Question was raised as to how long the relationship would last and discussion was heard that it may run concurrently with the probationary period of employment.

Discussion was heard in regard to step-by-step training for employees and the need for supervisor support of specific training.

Discussion was heard as to what experience the members of the Committee have had in regard to mentoring. Discussion was heard in regard to the possible compensation of those acting in the role of a mentor.

Discussion was heard in regard to the pace of training as well as the desire to connect with those from different jobs or who work in different parts of the campus.

Mr. Akey was excused for the remainder of the meeting.

Chair Haney opened a discussion in regard to what future items the Committee may want to discuss in greater detail.

Discussion was heard in regard to such areas of concern as pay equity and pay schedules and the next step in TTC pay ranges. The implementation of the 'Workday' system and an update in regard to ATP. The status of Family Leave Policy, discipline policies and layoff policies.

The Secretary noted that he could begin to seek out subject matter experts in these areas and coordinate with the Chair to schedule upcoming meetings. A request was made to provide a box folder to deposit past documents of previous committee meetings.

At 3:05PM, Ms. Schultz moved, seconded by Mr. Shore, to adjourn the meeting. All in Favor. MOTION CARRIED.

Minutes prepared and submitted by: J. Lease / Secretary