P. Fecker discussed the rotation of meetings and it was determined it would be every other month, beginning with September 2011. P. Fecker reported with everything going on it would be necessary for someone else to take the minutes and S. Bednar-Munsell said she would. P. Fecker also said this work could be done in pay status.

T. Wiberg called the meeting to order at 10:15 a.m.

Personnel Update
K. Krause read the personnel update. Recruitments completed none. Recruitments in progress Financial Specialist 3 Cashier’s office, IS Comprehensive Services Professional Technology Services Dean Assistant where exams are being developed. Payroll & Benefits Specialist Human Resources posted for transfer until June 17. LTE hires J. Rutherford USPA SBDC and M MacFarlane USPC Admissions. P. Fecker reported a fact sheet is being created of changes in staffing which will be available at a later date.

Review of May 15, 2011 minutes
T. Wiberg asked for a review of the minutes and S. Bednar-Munsell indicated that the employee leaving is asked first whether or not they wish the Union to contribute to a farewell event. The union contributes for cake and punch if the employee wishes the Union to do so. T. Wiberg asked for any other changes and none were mentioned with the 2 exceptions listed above. Minutes approved.

OLD BUSINESS
Camera Policy Update: G. Gulbrandson reported the camera policy has been approved by cabinet with minor changes. The policy number and the cabinet approval date will be fixed and added by July 1, 2011. G. Gulbrandson will put this new policy into the digests and will provide this body the final document when completed. G. Gulbrandson continued to report that he will have meetings in the next 2-3 weeks to share the information with users and to help interpret it.

Standard Operating Procedures for Campus Maintenance Activities: T. Fennessey reported he had not received any response from R. Kreuser regarding the standard operating procedures for campus maintenance so he would like to move forward with the policy as approved. T. Fennessey will send the policy to S. Bednar-Munsell for inclusion in the next meeting.

HRS Project: P. Fecker reported there are several on-going issues with the HRS implementation. She indicated she had a student employee assisting her with classified payrolls. She also reported the student self service has ongoing issues which are being worked on via the System HRS team and all HR directors are suggesting a moratorium regarding further implementation until issues have been resolved. K. O’Flanagan reported all issues are being handled in Madison and someone local should be assisting.

Goals of Labor Management: The Goals of Labor Management has been table until a future meeting. Discussion followed regarding Council 24’s future plans for membership.
NEW BUSINESS

Vacancies and Management Prioritizing: T. Wiberg reported concerns of classified staff being asked to perform duties of a higher level under the volume of staff changes and if reclassifications will be permitted in these cases. P. Fecker said yes. T. Wiberg asked whose job is it to prioritize workload and it was determined that with open communication between the supervisor/manager and the classified employee it would be the responsibility of the supervisor/manager to set the priorities. Concerns regarding free speech, student help and overload were also discussed.

Compensation Plan: T. Wiberg asked if the compensation plan had been printed and P. Fecker reported not at this time.

Supervisor Training: S. Bednar-Munsell asked if the interim supervisors are required to have supervisor training and the answer was no. Once not in the interim status then they are required to have training and HR checks to make sure this has been done.

Items for next meeting:
Distribution of Standard Operating Procedures for Campus Maintenance document
Distribution of Camera Policy approval
Goals of Labor Management a) Classified Staff Development Grant Program Update b) Classified Staff Reception

The meeting adjourned at 11:07 a.m.