

2-4-2015

## Consultative minutes 02/04/2015

Consultative Committee

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Consultative Committee  
February 4, 2015  
Prairie Lounge  
9:30 am

Present: Jayne Blodgett, Rita Bolluyt, Sam Daniewicz, LeAnn Dean, Julie Eckerle, Lisa Harris, Nancy Helsper, Megan Jacobson, Leslie Meek, Michelle Page, Jean Rohloff

Absent: Allison Wolf

Minutes of the previous meeting were distributed for review and clarification. After discussion, some changes were requested. The minutes will be revised and submitted.

In meetings earlier this year, there was discussion regarding asking Kathy Brown and Bob McMaster to visit our campus. Jacquie will be inviting Bob to attend the URS this spring so the committee will take no further action.

### **Reviewed spring list of issues**

Responsibilities of discipline coordinators

- No job description
- Invite Division Chairs for this discussion

Non Tenure and tenure track Faculty

- Seem to be inconsistencies between course and advising loads

Civility on campus

- This issue needs additional definition and input
- Forum sponsored by the Faculty and P&A Affairs Committee and the Morris Academic Staff Association (MASA) held on campus last Monday discussed civility in the light of work appreciation, professional development, faculty concerns and P & A concerns
- Want to include staff representation in discussions also. Sarah Ashkar, as USA chair, was suggested.

Support for international students

- What are the questions
- Hilda Ladner would be the person to address this

IRB issue

- What are the questions
- Heather Peters had submitted the issue
- May also contact our campus IRB representative, Roger Rose

Grants Development update

Michelle to contact interim director, Ted Pappenfus, and ask if he would like to address the group

Special Event Scheduling Coordination

- Persons who may be contacted to contribute to the discussion include Dave Israels-Swenson, Karen Ellis and Melissa Weber. Rebecca Webb may also have input.

- Some events also include Sodexo but this discussion is about how many academic events are scheduled within brief periods of time
- Is there a current calendar of events which is complete and easily accessible to students, staff and faculty

### **Follow-up visits**

Governance participation expectations – Bart Finzel

AFSCME Clerical issues – Laura Thielke, Rebecca Webb, Janel Mendoza  
Sarah Mattson

Need to determine if all four persons should be in one meeting, meet separately, or also include union and U representatives

### **New issue**

LeAnn had been contacted regarding custodial workloads and new dispensers. Lisa submitted a detailed explanation which LeAnn summarized as follows:

As Consultative Committee chairs, Michelle and I received a communication asking us about a couple of issues: custodial work-loads and the wisdom of installing new paper product and soap dispensers across campus. The tone from the communication to us implied a sense that the custodians are much appreciated and that we, as a campus, should note if their working environment is problematic. There is also the recognition that it is appropriate that campus governance entities should serve as advocates for coworkers. So, in a sense, this was a positive communication along with questions asked.

We have the appropriate resource right here in our own committee, so we asked Lisa for some context. Some of this might be general knowledge, but other aspects are not. You probably had heard that the Facilities Management budget was reduced by \$174,000 and that there was a significant reduction in custodial staff over the summer, including not replacing the Custodial Supervisor when she retired. In an effort to address decreased resources, UMM Plant Services decided to try a team approach for custodial management and, based on input from the custodians themselves, various changes have been made to that model since it was first implemented last summer. Equity (in terms of square footage responsibility) is considered in assignments. There are weekly staff meetings that provide opportunities for continued input.

We found out that going to the new dispensers will save about \$13,000 annually and realize efficiencies by standardization of products, streamlined ordering, more efficient replenishment of paper and theft minimization. The vendor was selected after a university bidding process and they assumed the cost of installation of the new dispensers. The new dispensers are also improvements in the sense they are “touchless” and more enclosed so there is less opportunity for germs to be spread. We will share this with those who came to us with their concerns.

Respectfully submitted,

Rita Bolluyt