

Classified Staff Spring Awards Ceremony

The Classified Staff
Spring Awards Ceremony
will be held on Thursday,
April 24, 2008 at 3:00 p.m.
in the Alumni Room,
Dreyfus University Center.
The Carolyn Sargis Award,
Classified Employee
Recognition Awards, and
25, 30, 35 and 40 year
length of service pins and
awards will be presented.

Hors d'oeuvres will be served.

CSAC Elections

Elections were recently held to fill vacant positions on the Classified Staff Advisory Council. CONGRATULATIONS to five new CSAC members:

- ★ Patti Everson, Bursar
- ★ Shelly Janowski, Facility Services (her 2nd 2-year term)
- ★ Libby Raymond, Academic Affairs
- ★ Rob Spindler, Printing & Design
- ★ Robyn Woytasik, General Ledger Accounting

CSAC is in need of two more members. Please consider joining this group. Contact any CSAC member if you can help out.

Five members have come to the end of their terms. Thank you to **Judy Bushman, Becca Franzen, Mary Glinski, Jennifer Hess and Lisa Nelson** who served on CSAC for the last two years. Your dedication, hard work and fantastic ideas were greatly appreciated

The Council serves on behalf of all UWSP Classified staff. CSAC promotes active participation in university decision-making, informed communication and a positive professional environment for all Classified employees. The organization supports equality, respect and a spirit of collegiality among all members of the university community, including academic staff, faculty and students.

Carolyn Rolfson Sargis Award



The Classified Staff Advisory Council is pleased to announce that **Katie Schroth**, Purchasing, has been selected as the recipient of the 2008 Carolyn Rolfson Sargis Award.

Katie started as a Typist in the Student Health Center in February, 1978. She was promoted to Educational Services Intern-Supervisor in Purchasing in October, 1981 and has been in that department ever since. She is currently a Purchasing Agent Sr. and is the Director of Purchasing and Payment Services. Katie's main job is to guide the campus through the complicated, and ever-changing Purchasing rules and regulations, including the bid process and revising contracts. She has to make sure all purchases comply with state regulations. She has to research costs while considering liability and contract issues. She has to be a negotiator, contract writer & even mediator between departments, contractors, vendors and UW System. And she does all of this while looking out for the best interests of the campus and trying to make sure a department's needs are met.

Katie is very involved in campus life outside of the Purchasing office and has served on a number of committees. She was a member of the University Sustainability Committee and was their webmaster for 2 years. She was elected to a 2 year term on CSAC and served as chair of the Sargis Award Committee both years, represented CSAC on the Chancellor's Cabinet, and served as a mentor. Katie was a member of the University Personnel Development Committee (UPDC) and was Chair of the Classified Staff Grant Sub-Committee and, along with the UPDC Chair, organized and presented a brown bag session "Grant Writing Workshop for Classified Staff." She served on Parking Appeals, several Search & Screen Committees, the Employee Wellness Advisory Committee and the UWSP Credit Union Credit Committee. For 2 years, Katie was involved with the UW Procurement Council, a group of individuals from UW System campuses who work on planning and conducting the semi-annual Purchasing conferences. She served as Vice Chair and Chair of the Council and was also the Council representative on the State Agency Procurement Council.

Katie is also quite active in the Stevens Point community and can often be found at a local ice rink! For 8 years she volunteered for the Portage County Youth on Ice as coordinator of team managers. She has been an off-ice official for both SPASH hockey and UWSP Men's hockey. She has served in various volunteer capacities for the Badger State Games. She was locker room monitor and worked registration and accounting for figure skating events and for the past 4 years she has been a community judge for artistic, interpretative and entertainment figure skating competition.

Katie is very committed to both professional and personal growth. She has attended the Cacubo Management Institute (CMI) and completed the program in 1995. CMI is a specialized training program for university personnel with an emphasis on continuing education and professional development of individuals responsible for personnel and fiscal management. She has gone through all the purchasing training required by the Department of Administration for complete purchasing authority for UWSP and the training for Oracle Government Financials. Throughout the years, she has attended training sessions in FrontPage, Power Point, Excel, Word, Microsoft Expression and web page development. She has also taken advantage of the opportunity to attend various UWSP classes in accounting, business management,

Classified Employee Recognition Awards



The Classified Employee Recognition Awards recognize outstanding contributions of time and effort to an employee's department or to the University community.

There are two categories for the awards - University Service and Outstanding Work Performance. All permanent, project, and limited term Classified employees are eligible for these awards. Each recipient will receive a \$50 gift certificate and an award certificate at the Classified Staff Spring Awards Ceremony on April 24.

The 2008 Recognition Awards Committee consisted of Pat Birrenkott, Jackie Engum (co-chair), Carol Grasamke, Paul Hesch, Shelly Janowski (co-chair), Linda Pluke, Joan Schuh, Kim Siclovans and John Taylor. The committee met to review the paperwork submitted for several deserving candidates and the decisions were quite difficult given the qualifications of all nominees.

University Service Award

The University Service Award recognizes time and effort voluntarily given to the university community. The time and effort are considered not part of the normal work assignment and may include being involved on a campus committee, providing assistance to staff, students or a campus organization, etc. The result of this involvement is increased positive perception of the University within the community or enhancing the ability of the University to accomplish its mission of providing educational opportunities.

The recipient of the 2008 University Service Award is **Kathy Paulson**, University Centers Administration.

Kathy plays a support service role in University Centers Administration. This past year, she came in many early mornings and stayed for many late nights coordinating the move back to the Dreyfus University Center for all Center departments. This included coordinating telephones, furniture placement, worked with the movers, issued keys to employees based on security levels and needs, and initiated access ID badges for a new security software system. Without her detail orientation and her welcoming work attitude, there would not have been such a successful Grand Re-Opening. Kathy was also involved with several other off-campus organizations helping to create a positive perception of our University community.

Outstanding Work Performance Award

The Outstanding Work Performance Award recognizes performance far beyond what is normally expected of an employee. It includes taking on additional responsibilities or increased workload, accepting and completing special projects that are not part of the employee's normal work duties, developing or modifying procedures or exhibiting behavior that enhances the employee's workplace. The result is improved effectiveness and efficiency of service offered by the work unit or the University.

The recipients of the 2008 Outstanding Work Performance Awards are: **Tom Garton**, Residential Living; **Mimi Johnson**, Art & Design; **Joan Schuh**, Health

Services; **Diane Stelzer**, Geography/Geology; and, **Anne Swenson**, Library.

Tom is the Building & Grounds Superintendent in Residential Living and does what needs to get done in the Residence Halls to provide a quality experience for students. This past year, Tom worked diligently on upgrading the hall security systems by researching the appropriate upgrade and also learning new software. Tom also spent a lot of time reviewing and analyzing the exterior door alarm systems and worked with vendors to get the systems installed and properly functioning. Tom also sat on the Baldwin Hall renovation committee. Improvements to our residence halls, and the residential program overall, help UWSP compete more closely with other institutions.

Mimi has worked in Art & Design since 2002. Although Mimi takes on many duties that go above and beyond her job description, one key example is her outstanding work on Arts Bash as a committee member and volunteer. She is a key player in the department's organization of the event and worked many extra hours in preparation for it. She also spent the entire evening of the event in the gallery, which helps to raise funds for student scholarships. This past year, Mimi has also attended countless committee meetings off the clock and outside of normal school business hours, to help out the department.

Joan is the Office Manager in Student Health Services. This past year, she took on the responsibility of facilitating the Wisconsin Family Planning Waiver program, which is a program assisting low-income females with reproductive health care. By participating in teleconferences, workshops and additional training, she ensured that UWSP complied with Medicaid policies and procedures. Her co-workers felt it was a monumental task on her part just to complete the application paperwork alone. Because of her outstanding work, most UWSP female students carry less of a financial burden.

Diane is the Academic Department Associate in the Geography/Geology department. According to her co-workers, she seems to take on more work responsibilities each year. This past year, she helped implement a proposal for a new Geosciences major at UWSP. She worked with remodeling logistics and promotion of the newly created Geographic Information Systems Center – a GIS teaching laboratory. Diane also contributed public relations efforts for the department – she volunteers her time working with the Portage County Ice Age Park and Trail Foundation.

Anne works in the University Library Acquisitions Department. Because of staff shortages in the department, she did the work of 1½ positions this entire past year. She kept Acquisitions running smoothly, with no backlog or work piling up. When a half-time LTE was hired, she had the sole responsibility of training. Because she was able to maintain the responsibilities for both major functions of the department, she helped the Library continue to work towards its mission. It was a challenging year for a small department.

Congratulations to all award recipients on your well-deserved recognition. Thank you for your outstanding level of commitment and performance to the University as well as the community.

Classified Staff Appreciation Week

CSAC has designated the week of April 21-25, 2008 as Classified Staff Appreciation Week. Our theme this year "GO GREEN!" The five lucky winners of the random drawing will each be receiving a reusable green grocery bag filled with special prizes. These prizes have been provided by Haircraft, Outdoor EdVentures, the Cardio Center, Employee Wellness, UWSP Alumni Office, Mind & Body Connection, Wisconsin Center for Environmental Education (WCEE), the Wisconsin K-12 Energy Education Program (KEEP) and the University Store. CSAC would like to thank everyone for their generous gifts.

Monday, April 21 – Friday, April 25

The name of one lucky Classified employee will be drawn each day. That "special person" will receive a visit from a CSAC member who will present them with a "Go Green" gift of thanks for a job well done!

Monday, April 21 – Friday, April 25

Classified Staff can enjoy free work outs at the Cardio Center all week. A campus ID is required. Check www.go2allen.com to see what other activities are available at the Allen Center.

Monday, April 21

A Brown Bag session on Composting is scheduled from 11 a.m. to noon in Room 310, LRC. Kathy Powell of Recycling Connections Corp. will give you ideas on composting and other ideas to save the Earth! ☺

Tuesday, April 22

Employee Wellness will be on the DUC Concourse from 11:00 a.m.-1:00 p.m. and will be offering FREE blood pressure readings, FREE nutrition information, FREE tips on ergonomics in the workplace, and FREE Exercise Band Demonstrations. They will also have Walk Wisconsin sign-ups.

Tuesday, April 22

The "Story of Stuff" video will be shown at noon in Room 223, Dreyfus University Center. The "Story of Stuff" is a 20 minute video by Annie Leonard and is a fast-paced, fact-filled look at the underside of our production and consumption patterns. It will teach you something; it will make you laugh; and, it just may change the way you look at all the stuff in your life forever. Please contact Shelly Janowski at sjanowsk@uwsp.edu or ext. 2552 to reserve a seat.

Wednesday, April 23

Christopher Hinz, a Tri-County Environmental Health Specialist will give a brief talk about Radon at a Brown Bag session in the Legacy Room in the Dreyfus University Center from 11:30 a.m. to 12:30 p.m. Radon is the leading cause of non-smoker lung cancer deaths. Pick up your free radon kit and do a simple test to see if you're at risk.

Thursday, April 24

The CSAC Spring Awards Ceremony will be held in the Alumni Room in the Dreyfus University Center starting at 3:00 p.m.

Friday, April 25

Join other classified staff to eat lunch at the new eating establishments in the DUC from 11:30 a.m.-12:30 p.m. There will be reserved seating. Contact Anne Swenson at aswenson@uwsp.edu or ext. 4937 for information.

The Classified Staff Against Cancer (CSAC) team will be participating in the UWSP Relay for Life at SPASH, Friday evening through Saturday morning, to raise money for the American Cancer Society.

Sargis Award (cont. from page 1)

and computer science. And she continues to take classes that interest her at both Mid-State Technical College and UWSP. She has strong belief in the concept of life-long learning and is grateful for the opportunity to have worked in a university setting surrounded by people who value the gift of education.

On the personal side, Katie is always reading books that focus on bettering oneself physically, emotionally and professionally. She attends various self-improvement workshops and encourages others to do the same. Her many interests include gems and minerals, Native American flutes, meditation, Reiki and natural healing, knitting, snowshoeing and walking in Schmeckle Reserve. She is a member of the Heart of Wisconsin Gem and Mineral Society. She is a Reiki Master, a Body Talk Access Technician and she has attended a 3 day workshop in Emotional Freedom Technique (EFT), a stress reduction and alternative healing technique.

Katie was born and raised in Stevens Point. She attended UWSP and graduated in 1970 with a BS in Psychology. Her husband, Vern, works for Sentry Insurance and they have 2 children, Erin, 28, and Derek, 22.

Whether she is in the office, at a committee meeting, or at the ice rink, Katie always represents the University in a professional and positive manner. Her dedicated service to UWSP and the Stevens Point community exemplifies the spirit of the Carolyn Sargis award.

Congratulations Katie!!

Classified Staff Against Cancer (CSAC)



Front row L-R: Teresa Masonick, Heather Tetzlaff, Anne Swenson, Cristina Altobelli
Back row L-R: Kim Zorn, Lisa Viegut, Jill Judd, Lisa Nelson, Becca Franzen

this UWSP student sponsored event, the Classified Staff Against Cancer (CSAC) team will gather at SPASH on April 25-26, (6:00 p.m. Friday to 8:00 a.m. Saturday) to take turns walking laps. Each team tries to keep at least one team member on the track at all times. Members of the CSAC team are: Cristina Altobelli, Chemistry; Janis Borski, Information Technology; Andy Dassow, student; Becca Franzen, Student Involvement & Employment; Jill Judd, Counseling Center; Teresa Masonick, student; Brittany Nelson, student; Lisa Nelson, Payroll; Faith Sanders, Paper Science & Engineering; Jenifer Sparks, student; Anne Swenson, Library; Heather Tetzlaff, Library; Lisa Viegut, UWSP Foundation; and, Kim Zorn, Counseling Center.

Cancer affects millions of people across the globe and many people right here in our hometown. Please consider making a donation to the CSAC team by [clicking here](#). You will be a part of Relay For Life® to celebrate survivors, remember the people we've lost to cancer, and fight back against this disease. Please help support the CSAC team!!



Criminal Background Checks

Effective December 1, 2007, UW-System requires a criminal history background check be conducted on all new employees as a condition of appointment. The purpose of this policy is to provide a safe, secure campus environment for students, employees and visitors, as well as protect and maintain the security and integrity of the university's many valuable resources.

Information collected in connection with the background check will be treated confidentially to the extent permitted by the Wisconsin Public Records Act and other applicable laws. The University will comply with the Wisconsin Fair Employment Act and other applicable laws to ensure no individual is discriminated against because of arrest or conviction records.

An offer of employment is made contingent on successful completion of a criminal background check. An individual may not commence employment until he or she has successfully completed a criminal background check, except under special circumstances. If an individual being considered for a position has a criminal conviction or pending charge that is "substantially" related to the job responsibilities, that individual may not be employed in that position. If an offer has already been extended or, due to the presence of special circumstances, employment has commenced, the offer will be rescinded and the appointment terminated.

Student employees are generally excluded from this policy, except as may be required by statute or as deemed prudent when the student is anticipated to be employed in a position of trust. Examples of a student employment situation for which a criminal background check would be required by statute are student employees working directly with children as in the Child Care Center, or in law enforcement as in Protective Services. Examples of positions of trust are students employed in positions handling credit cards or cash, entrusted with access to numerous campus buildings/facilities, or when the majority of duties are performed within a residential facility. Whether a criminal background check will be done in a case of a student being employed in a position of trust will be determined by the Director of Personnel Services in consultation with the direct supervisor.

The UWSP Employee Criminal Background Check Policy can be found in the Personnel Services public folder under "Personnel Policies."



Mikayla Fullmer Hoffman, Foreign Student Office, and Erik Hoffman, tied the knot on December 28, 2007 in Spokane, WA.

Erin Hintz, Budget, and her husband, Terry, welcomed their first daughter, Maya Jean, on February 28.

Jane Giese, General Ledger Accounting, is very proud to announce that her son, Jake, will graduate from Le Cordon Bleu College of the Culinary Arts in Minneapolis/St. Paul on April 26, 2008, and her daughter, Jessica, will perform her Senior Culmination Recital in flute at Alverno College in Milwaukee on April 27, 2008. Jake did his internship at the Fig Tree Restaurant in Charlotte, NC. He has since been hired there as their newest Chef de Partie (chef working all various stations) and currently resides in Huntersville, NC. Jessica is a senior majoring in Music Therapy and Music. She begins her internship in Music Therapy this fall and she plans to graduate in May 2009. Her dream is to work with autistic children. Jane invites everyone to the recital (which is free and open to the public) and if you are ever in Charlotte, you are invited to stop and sample her son's cooking!

Karen Cisewski, Math, and her husband, Gene, welcomed twin grandchildren on March 1, 2008. Eric David and Ellie Anna were born to their son, Jeff, and his wife, Katie. The twins join their big sister Emily. The family is doing fine, but they are just a little tired!

Dick Bartosh, Environmental Health & Safety, and his wife are thrilled to announce the birth of their first grandchild, Drew Eric Bartosh. Drew was born on March 27, 2008, to Dick's son and daughter-in-law, Eric & Alyssa, in Farmington, MN. Drew was 7 lb. 10 oz., and according to grandpa, is "healthy and hairy!"

Pat Kleman, Psychology, graduated from Lakeland College in May 2007 with a BA in Business Administration.

Dorothy Snyder, Continuing Education, received a \$2,050 UPDC grant to attend the LERN Summer Program Management Institute in Cleveland, Ohio in June.

Wendy Peterson, Environmental Health and Safety, will graduate on May 18 with a Masters of Science in Human and Community Resources from the Health Promotion and Human Development Department (HPHD) in the College of Professional Studies. Wendy is currently working on a study that she initiated on Children Grieving the Loss of a Parent Due to Suicide. She was awarded the graduate assistantship in HPHD and the Sharon Van Dyke scholarship.

Carol Wake, Natural Resources, completed Scuba Schools International Advanced Open Water Diver training in November 2007. She completed all academic requirements and required dives for four specialties: Boat Diving, Deep Diving, Night Diving, and, Navigation and Limited Visibility Diving.

Congratulations to everyone!!

Length of Service Awards

Length of Service pins and awards are given to Classified employees for continuous service and recognition of investment of time and effort to the UWSP community. Length of service was determined as of December 31, 2007. The 5, 10, 15 and 20 year pins were sent to employee supervisors for distribution. Employees reaching the 25, 30, 35 and 40 year goal will receive their pins and awards at the Classified Staff Spring Awards Ceremony on April 24.

5-Year Pin

James Adamski, Mail Services; **Marty Andersen**, Residential Living; **Cheryl Bever**, Web & Media Services; **Dilly Britz**, Residential Living; **Catherine Griesmer**, Education-Field Experiences; **Mary Holland**, Residential Living; **Christine Kancler**, Suzuki; **Kathleen Prior**, Foreign Language; **Jerome Reinwand**, Facility Services; **Robin Spindler**, Printing & Design; **David Stokes**, Power Plant

10-Year Pin

Amy Boyd, Health Services; **Alfredo Casas**, Facility Services; **Jackie Christianson**, Student Affairs; **Jennifer DeWitt**, Admissions; **Jackie Engum**, Biology; **Laurie Graboski-Bauer**, Multicultural Affairs; **Donald Grusecki**, Facility Services; **Nancy Habermann**, Health Sciences; **Caroline Heibler**, University Relations & Communication; **Brian Kelly**, Information Technology; **Patricia Kleman**, Psychology; **Peter Korpowski**, Power Plant; **Christopher Leslie**, Facility Services; **Tom Lewis**, Residential Living; **Adam Limberg**, Information Technology; **David Malay**, Communicative Disorders; **Tammy Naczek**, Biology/Natural Resources; **Michael Orella**, Facility Services; **Dale Prentice**, Facility Services; **Robert Reed**, Facility Services; **Faith Sanders**, Paper Science & Engineering; **Bernadette Scott**, Facility Services; **Laurie Simonis**, Registration & Records; **Mitchell Szczybialka**, Residential Living; **Karen Victorey**, Facility Services

15-Year Pin

Tom Brandl, Facility Services; **Lisa Ebert**, Health Promotion & Human Development; **Bob Medo**, Facility Services; **Jean Scherer**, Chancellor's Office

20-Year Pin

Tom Burkart, Mail Services; **Patricia Cray**, Library; **Dave Everson**, Facility Services; **Barbara Haemer**, General Ledger Accounting; **Carol Ligman**, Payment Services; **Linda Mirr**, Education; **Janis Swinford**, History

25-Year Pin

Barbara Bengsch, Accounts Receivable; **Eileen Gavinski**, Faculty Senate; **Rose Ligman**, Health Services

30-Year Pin

Judy Bushman, Military Science; **Alexandra Curless**, Upward Bound; **Candice Lisiecki**, Accounts Receivable; **Bob Masuca**, Facility Services; **Jane Shippy**, Biology; **Ella Weetz**, Central Wisconsin Environmental Station; **Cliff Weir**, Residential Living

35-Year Award

Jane Giese, General Ledger Accounting; **Linda Zywicki**, Residential Living; **Karen Sannes**, Dean's Office, Fine Arts; **Janis Borski**, Information Technology; **Clark Pallen**, Information Technology

40-Year Award

Eleanor Ligman, English



New Employees (Permanent and Project)

Thomas Cichosz, Fisheries Biologist Sr.-Project, Natural Resources
Jackie Durigan, Dean Assistant, College of Professional Studies
Wendy Harkness, Custodian, Academic Custodial
Lisa Keller, IS Resource Support Tech Entry-Project, Information Technology
John Kluck, Custodian, Academic Custodial
Pat Krebs, Equal Opportunity Specialist, Equity & Affirmative Action
Maud LaMarche, IS Resource Support Tech Intermediate, UWEX Lakes Program
Cheryl Mueller, Custodian, Academic Custodial
Joyce Sopa, Custodian, Academic Custodial

Promotion

Harley Martin, from Custodian in Residential Living to Custodial Services Supervisor in University Centers

Transfers

Libby Raymond, University Services Associate 2, transferred from Continuing Education to Academic Affairs

Farewell!!

Sue Beeken, resigned from Point Card Office
Scott Hansen, resigned from Natural Resources
Julie Leist, resigned from Continuing Education
Patrick McCain, resigned from Information Technology
Jim Miceli, retired from Facility Services
Jerry Naczek, retired from Facility Services
Judy Nygaard, retired from Academic Affairs

CSAC Updates

CSAC's Web Page

CSAC has a new and improved website! Check it out--<http://www.uwsp.edu/governance/classified>. Karen Naugle, a UWSP student who will be graduating this May with a BFA (Bachelor of Fine Arts) with an emphasis in Graphic Design, worked with Anne Swenson to create the new site.

Brat & Burger Sale



Last fall's Brat & Burger sale was a success! CSAC raised \$300 and donated that to *Empty Bowls of Portage County*. *Empty Bowls* is a community project to raise money for local hunger prevention efforts.

The five lucky Classified employees whose names were drawn during the Fall CSAC week, received an Empty Bowls Cookbook, which was created by members of the community to help raise money for this worthy cause. Those employees were: **Linda Mirr**, Education; **Gerri Meshak**, Purchasing; **Betty Kieliszewski**, Education; **Cindy Wiza**, Health Services; and, **Troy Ekstrom**, Power Plant.

CSAC Tours

John Hardy, Lab Manger for Botany, led a group of nine through the UWSP Greenhouse on October 9, 2007. John explained the many plant collections, some native to Wisconsin and some exotic.

On February 20, 2008, nineteen people attended a tour of the Dreyfus University Center. Kathy Paulson gave the participants a wonderful overview of the new DUC. Some of the highlights included the Encore Room and Theatre; the Copy Center, Haircraft, and Multicultural area on the second level; and, the University Information & Ticket desk on the concourse.

The Museum of Natural History tour was March 13. Ray Reser, Interim Director, led the group through an African Savanna and our own north woods. The group got a glimpse of where many birds and mammals live in their natural habitat. This museum is truly a gem on campus.

CSAC is planning a tour at the Schmeckle Visitor Center this spring.

Attending a CSAC campus tour is an excellent way to visit many of the UWSP facilities, and a great way to meet co-workers. If you have a suggestion for a tour, please contact a CSAC member.

Never be ashamed to admit you were wrong.
You're only saying that you're wiser today than you were yesterday.

Quoted by Dave Gilpin

Dollars For Your \$ense



The Dollars for your \$ense program rewards Classified employees for their suggestions and ideas that will improve operations, increase efficiencies and improve safety conditions within the University. Several employees received awards for their suggestions at a reception on March 26, 2008.

Receiving a \$50 award were **Alfredo Casas**, Facility Services; **Fred Hopfensperger**, Surplus Sales; and, **Paul Wopp**, Facility Services.

- ◆ Alfredo suggested installing a guard in front of where a person's hands are placed on table carts used when moving folding tables. The folding tables slide back-and-forth on the cart and it creates a hazard to the person's hands. This suggestion has already been implemented.
- ◆ Fred noticed that when dump trucks are plowing snow, the flashing yellow lights are not visible from the rear. He suggested that two flashing strobe lights be installed on the dump box or on the rear of any vehicle in which the light is not visible, similar to the ones on the city and county trucks.
- ◆ Paul suggested that a type of dolly be put under the 30 gallon salt bins in each building to make it easier to move from one area to another. This suggestion has also been implemented.

Pat Konkol, Communicative Disorders (retired), and **Dave Stokes**, Power Plant, each received a \$25 award for their suggestions.

- ◆ Pat's suggestion, which has already been implemented, was to make the access ramps more visible in the CPS Clinic parking lot by painting the sides of the ramps bright yellow.
- ◆ In the Power Plant, wet coal on the conveyor can clog hoppers that feed #1 and #2 boilers. Dave suggested replacing the dust collecting unit between the two boilers with a unit that has a heater, which would dry the coal on the conveyor belt.

Certificates were awarded to **Lynn Dubay**, Financial Aid; **Lisa Ebert**, Health Promotion and Human Development; **Patti Everson**, Bursar; **JoAnne Evica**, Residential Living; **Alice Harkness**, Academic Custodial (retired); **Barb Huibregtse**, General Ledger Accounting;

James Maas, Library; **Linda Mirr**, Education; and, **Jim Olszewski**, Mail Services.

- ◆ In order to help pedestrians on campus navigate destinations from the new Dreyfus University Center (DUC), Lynn suggested to position a pedestal-style permanent weatherproof map stand on the north, south, east and west side of the DUC.
- ◆ Lisa suggested numbering the exterior doors on each building to help direct visitors and emergency services on the campus.
- ◆ Patti suggested installing signs with multiple languages to direct English as a Second Language students and foreign students to the Foreign Student Office.
- ◆ In order to help eliminate eye strain, JoAnne made the suggestion to have the default for font size on computers at 14.
- ◆ For safety and security on campus, Alice's suggestion was to have each employee have visible identification by wearing their employee ID cards using a lanyard.
- ◆ Barb noticed that when people walk through Lot A East it is sometimes difficult to see them due to snow banks or it being dark outside. She suggested posting two signs, one at the worn path entering the lot on the SE end and another at the sidewalk between the Communications Building and the Student Services Building, which would say "vehicles only-pedestrians use sidewalks."
- ◆ James suggested adding a low growing ground cover in the inclined area along the Science Building and Lot D.
- ◆ Linda's suggestion was to install motion detecting light switches in all restrooms in the CPS building, which would save dollars if lights automatically turned off when no one is in the room.
- ◆ Jim suggested purchasing water coolers and supply the grounds crew with drinking water in the summer.

Any Classified employee may submit a suggestion. The Dollars for Your \$ense form is in the Personnel Public Folder.

UPDC Grants

The Classified Staff Personnel Development Sub-committee strongly encourages Classified Staff to submit grant requests for training and development projects. The funds administered by the University Personnel Development Committee (UPDC) may be granted to individuals for career development and for some group projects.

Classified employees receiving UPDC grants include:

- **Dick Bartosh**, Environmental Health & Safety, \$510, "*66th Annual Wisconsin Safety & Health Congress/Exposition*"
- **Barb Grunwaldt**, UWSP Foundation, \$570, "*Business Writing Workshop for UWSP Classified Staff*"
- **Jennifer Hess**, Continuing Education, \$1,420, "*LERN's Annual Conference on Lifelong Learning*"
- **Wendy Peterson**, Environmental Health & Safety, \$333, "*2007 Ergonomics Conference and Expo*"
- **Dorothy Snyder**, Continuing Education/SBDC, \$2,050, "*LERN Summer Institute – Program Management*"
- **Sarah Stillwell**, Admissions, \$126, "*High Impact Communication Skills for Women*"

If you have a question about submitting a grant, you may contact either Cindy in the Grant Support Services Office at 346-2632 or cmarczак@uwsp.edu; or, JoAnne Evica, at jevica@uwsp.edu.

2008-09

Classified Staff Advisory Council

Stacey Allen-Bannach	Natural Resources
Jackie Engum	Biology
Patti Everson	Bursar
JoAnne Evica	Residential Living
Shelly Janowski	Facility Services
Libby Raymond	Academic Affairs
Rob Spindler	Printing & Design
Anne Swenson	Library
Heather Tetzlaff	Library
Robyn Woytasik	General Ledger Accounting
Peter Zuge	Information Technology

(CSAC is looking for 2 more members!)

University Committee Appointments

Budget Review Committee - Terri Chang, General Ledger

Classified Awards Selection Committee - Pat Birrenkott, Registration & Records; Jackie Engum, Biology (co-chair); Carol Grasamke, International Programs; Paul Hesch, Health Services; Shelly Janowski, Facility Services (co-chair); Linda Pluke, Multicultural Affairs; Joan Schuh, Health Services; Kim Siclovan, Freshman English; and, John Taylor, Protective Services

Classified Grants Committee - Becca Franzen, Student Involvement & Employment; Fred Hopfensperger, Surplus Store; Christine Neidlein, Library; Kathy Paulson, UC Administration

Committee on Status of Women - Stacey Allen-Bannach, Natural Resources and Eileen Gavinski, Faculty Senate

Equity and Affirmative Action Committee - Alfredo Casas, Facility Services; Lisa Ebert, Health Promotion & Human Development; and, Joe Konopacky, Academic Custodial

Facilities Naming Committee - Carol Wake, Natural Resources

Parking Appeals Committee - JoAnne Evica, Residential Living

Plan 2008 Committee - To be determined

Sargis Award Committee - Virginia Crandell, University Relations & Communications; Karen Danczyk, Academic Advising; Becca Franzen, Student Involvement & Employment (co-chair); Phil Gilbert, Facility Services; Lisa Nelson, Payroll (co-chair); Dorothy Snyder, Continuing Education; and, Heather Tetzlaff, Library (co-chair)

University Affairs Committee - Tammy Hanson, Natural Resources

University Technology Committee - Sheila Bannister-Gross, Continuing Education

University Personnel Development Committee - JoAnne Evica, Residential Living

THANK YOU to all the individuals who accepted appointments on various ad hoc and search and screen committees. Your time and talent in representing Classified Staff is very much appreciated.

CSAC's 2007-08 Annual Report

Where did 2007-2008 go?

October 8-12 was Classified Staff Appreciation Week. Julie Hayes, University Benefit Specialist, presented information about Dual Choice and our 2008 benefits, which is always informative to us all. Twenty people attended the event. October 13 was a chilly day for a brat sale, but we had lots of people come out in support of our cause - Portage County Against Hunger - Empty Bowls. We were proud to be able to raise \$300 to donate to Empty Bowls. With the gifts of the Empty Bowls cookbook, our philanthropy was complete. John Hardy, Botany Lab Manager, gave a very enjoyable tour of the Greenhouse. All week long, Classified Staff were able to use the Cardio Center for free. We hope many of you took advantage of this opportunity! We ended the week with many of us attending the official naming of the new Dreyfus University Center. The students are really fortunate to have such a beautiful facility.

In November, Todd Kuckkahn, UWSP Foundation, gave us an update on the campus appeal, master plan, capital campaign and the idea of instilling in the students the idea to "give back" to the campus.

We had a tour of the Dreyfus University Center on February 20. Kathy Paulson took nineteen of us through and showed us all the highlights of the new building. On March 13, Ray Reser gave us an enjoyable tour through the Museum of Natural History. Many of the displays have been updated within the past three years by the now retired classified staff member, Ed Marks. Many of the dioramas are used by Art students for drawings and Natural Resource students for research. Community schools bring tours through so young students can see many animals they have never seen up close. What a delight that museum is! Stop by and see it for yourself!

CSAC has a new website! Karen Naugle, a UWSP student has designed a user friendly website. Check it out at <http://www.uwsp.edu/governance/classified>.

CSAC week is April 21-25, 2008. See all the scheduled events on page 3. There is still time to donate to the Classified Staff Against Cancer team for the Relay for Life at the SPASH field house on April 25-26, 2008. [Click here to view the team page for CSAC-Classified Staff Against Cancer.](#)

The Spring Awards Ceremony will be April 24, 2008 in the Alumni Room, Dreyfus University Center, from 3:00-4:30 p.m. We hope to see you there!

All brown bags, tours, and events are open to ALL permanent, limited term and project Classified employees. Please feel free to contact any member of CSAC to offer ideas or suggestions for activities.

The goal of CSAC is to promote active participation in university decision making, informed communication and a positive professional environment for all classified staff. Therefore, we participated in the annual safety walk, revamped the Mentor program and now have a CSAC representative on the Environmental Health and Safety Committee. CSAC wants you to be active on campus!

Thanks for a wonderful year! **GO GREEN!!!**

Anne Swenson and Shelly Janowski
CSAC Co-chairs