

**Meeting Minutes**  
December 17, 2025  
1-2:00 pm, Teams Meeting

Present: Claire Armstrong, Micki Benz, Josh Christensen, April Dutscheck, Lisa Goetsch, Samantha Goldben, Kris Kissling, Allison Kunde, Lisa Mick, Tom Romanowski, Polly Newhouse, Sarah White

Excused:

Absent: None

SAS Liaison: Ashley Petr

Admin Liaison: Kate Demerse

Guests: Provost Martini, Olivia Kohl, Tracy Schwinn, Jane Luker, Melissa Giddings

1. Call to Order – President Kunde called the meeting to order at 1:02 p.m. and welcomed everyone.
2. Guest: Provost Martini – Academic Affairs Updates
  - Happy almost winter break!
  - Big topics included Enrollment updates that show our numbers are looking pretty good, especially after a full year under our belt with the direct admit process. We still have plenty of work to do, but we are moving in the right direction.
  - The Act 15 related updates are mostly impacting faculty and instructional academic staff, but general education updates do touch all parts of campus on some level.
  - The Strategic Planning Process has now completed phase 1 and moved into the next phase using the data and feedback gathered so far. The timeline goal is to host community sessions in January, with creation of the draft plan during February and March, and release of the draft in early April. Looking to have shared governance approval in April and May prior to it being submitted to the Board of Regents in June for consideration in July.
  - Colleagues were encouraged to attend upcoming AI Sessions, as well as participate in surveys and/or other platforms for input.
  - Provost Martini wrapped up his updates by thanking everyone for all their hard work they do every day and wishing them happy holidays.
3. Approval of the Minutes of November 12, 2025.  
***Minutes stand approved as distributed.***
4. Committee Reports
  - a. President's Report – President Kunde shared updates on AI during discussion items.
    - Staff were reminded that donations to the food panty are welcome, especially with needs over the holidays.
    - Please note that AI. Infor in discussion item
  - b. Treasurer's report (*Armstrong*)- *No changes*
    1. University Staff Senate: \$ 0
    2. University Development & Appreciation Day: \$0,
    3. University Professional Leadership & Development: \$ 0
  - c. Faculty Senate (Mick) - Updates: Chancellor Singh shared updates related to Athletics success, Act 15 news, and strategic planning.
  - d. Senate of Academic Staff – (Petr) – At their most recent meeting The Emeritus Policy review and strategic Planning were the highlights from their meetings.

- e. Administrative Representative – (Demerse) Unable to attend
  - f. Other Committee Reports – None
5. Action/Approval Items – None
6. Discussion Items
- a. Strategic Plan Updates – already shared from Provost Martini earlier.
  - b. Digital Accessibility needs across campus continue to be worked on, and upcoming learning sessions are encouraged to attend.
  - c. HR has shared the remote work transition plan for staff -guidelines and what supervisors need to do. Website [Telecommuting - Human Resources University of Wisconsin-Oshkosh](#)
7. Items from Members
- a. Senator Newhouse noted her appreciation for the Building and Grounds report that recently came out.
  - b. Senator Goetsch thanked everyone that participated in the CFO search.
  - c. Reminder: The upcoming Campus AI workshop requires an RSVP.
8. Information Items -
- a. UWO Conservation Plan for Break and J Term
  - b. Next Meeting: January 21<sup>st</sup> – Meeting Guest: Alicia Stuedemann
  - c. February 18<sup>th</sup> Guest: Chancellor Singh

9. Adjournment

President Kunde thanked everyone for their attendance today and noted her hope that everyone can get some time off over the holiday season.

**Meeting adjourned at 2:05 p.m.**

April Dutschek,  
Recording Secretary