

ACADEMIC STAFF SENATE MEETING *MINUTES*

March 27, 2008

MEMBERS PRESENT: Donna Dahlvang (President), Jen Bird (Secretary), Ryan Kreuser, Joel Peterson, Sue Holm, Angie Lindberg, Ann Miller, **Guest:** Lisa Larson

MEMBERS ABSENT: Tom Fennessey, Ray Reinertsen

I. Old Business

- a. Discussion and Approval of 2/28/08 minutes
 - i. Motion to approve by Miller, second by Holm. Approved.
 - ii. Bird will update and send to Dahlvang.
- b. Legislative committee report/discussion
 - i. Holm reported.
 1. Group hasn't met since last time.
 - ii. Superior Days took place.
 1. Holm will get update as to how Superior Days went.
 - iii. Kreuser had questions about the impact of WI Budget Repair bills. Holm will look into this concern.
 - iv. CIPT committee meeting 3/27/08 to discuss submission of 09-11 budget requests, specifically DIN requests.
- c. By-laws sub committee report/discussion; finalize
 - i. Holm reported.
 1. Needed a couple citations, working on getting those.
 2. Dahlvang had question about Article 6 and if the Senate Chair should be part of that committee. Senate discussed proposal to change Article 6: committee composition to be as follows: 2 academic staff, 2 academic staff senate members, Senate chair, and HR Director.
 3. Dahlvang pointed out areas to clarify in Article 4, section 3, Article 5, and Article 6.
 4. Dahlvang is having trouble finding out what some of the citations are and if they are still relevant enough to keep in our by-laws. Dahlvang will continue to follow up on this and seek out information to update citations.
 5. Kreuser motioned to table approval of by-laws until April meeting, Peterson second. Approved.
- d. Mentoring sub-committee report/discussion
 - i. Bird reported.
 1. Sub-committee met and put together more concrete components of program.
 2. Sub-committee will meet with Peggy Fecker to get more input.
 3. Discussion about housing program in Senate, HR, or both.
 - a. Larson suggested to house it in Senate.
 - b. Miller suggested having it come from both areas to help with validity.
 - c. Dahlvang suggested talking to Peggy Fecker about where to house it.
- e. UPG 3.05/AS job security update
 - i. Dahlvang asked group to come up with action plan for putting suggestions from last meeting into place.
 - ii. Dahlvang clarified who gets a packet of information from HR when they are hired per a discussion with Peggy Fecker.
 1. Group discussed asking HR to give all newly hired academic staff the packet of information that has traditionally been given to only those over 50%.
 2. Senate suggested having mentors check with mentees to see that they got the packet from HR.
 3. Dahlvang suggested Senate members think about action steps and what we would like to ask HR to incorporate as far as disseminating information. Larson

suggested Senate consider asking HR to require supervisor training and refresher sessions.

4. Dahlvang suggested tabling this topic until next meeting.
- f. Academic Staff Rep Report
 - i. Dahlvang reported.
 1. Group had a teleconference for March meeting.
 2. Dahlvang sent out information about the Inclusive Excellence initiative.
 - a. Asked that group forward it to others who may be interested or may have input.
 3. Group talked about Faculty and IAS trend. Dahlvang sent data out to Senate. System is beginning to look at this issue.
 4. Group is meeting in April and in conjunction with faculty rep group in May.
 - g. Review of upcoming events
 - i. Performance Awards - deadlines have been extended until today, March 27, 2008.
 - ii. TRiO Days, April 11th Noon-2pm – Multicultural Center – awards given out - everyone welcome.
 - iii. Boxes and Walls – April 7th Noon-5pm and April 8th 2-7pm, RSC Ballroom.
 - iv. Superior Allies Worksho – April 11th 4-8:30pm and April 12th from 9am-3:30pm
 - v. Leadership Academy – April 20th from 12:30-5pm, RSC Ballroom – looking for presenters.
 - vi. Blood Drive – April 24th
 - vii. Superior Achievements Reception, May 7th, 3:30pm in Ballroom -Academic and Leadership Awards
 - viii. Leadership UWS Class accepting applications for leadership class for next year. Students need to be in their second year on campus.
 - ix. Mixed Martial Arts – March 29th, starts at 7pm – HWC
 - x. HWC trying to get Admissions to be involved with HS track meets hosted at UWS
 1. Miller suggested Peterson talk to Tammy Fanning about getting Ambassadors to volunteer at track meets.
 2. Dahlvang suggested we invite Jane Burkholz to one of our meetings to discuss ways to get admissions involved with other events on campus that bring in prospective students (i.e. Youth Summer, TRiO Days, track meets, etc.).
 - h. Other old business
 - i. Lindberg and Holm requested getting final documents on pay plan outcomes as presented at open forum.
 1. Holm suggested supervisors get letters informing them of anyone in their area that is getting a base pay raise. Dahlvang will check into this
 - ii. Dahlvang met with Chancellor's cabinet about morale on campus.
 1. Provost Markwood reported that once the Institutional Research person is hired, they will be charged with doing research UWS campus morale.

II. New Business

- a. Sawinski grant request
 - a. Cannot use her grant to go to the event that she was granted a grant for. Sawinski requesting that the grant money be transferred to Mark MacLean to attend the same event she would have attended. Peterson motioned to approve, Kreuser second. Approved.
- b. Spring schedule/April meeting request
 - a. Nominations for three Senate seats that will be open for next year will be going out soon. Nominations will be due on April 9th.
 - b. Committee requests for next year will go out at the end of April.

- c. Professional Development Grants for 2008-2009 were to have gone out March 1, 2008. Dahlvang emailed Provost Markwood about getting the call out. Senate the will move forward with this at our next meeting.
- d. April meeting will be rescheduled to April 29th from 11-1. Bird motion, Peterson second. Approved.
- c. Other new business
 - a. Distribution of 08-09 Compensation Adjustments
 - i. Senate given \$18,788 to help with funding salary review, affective July 1, 2008.
 - ii. Senate to decide where final 1/3 of 08-09 compenstation to go. Kreuser motioned that the final 1/3 go to those who receive solid performance, Peterson second. Approved.
 - b. Senior Year Experience
 - i. David Carroll asked for an Academic staff member to be in the Senior Year Experience committee. Commitment would be for the rest of this academic year. Kreuser suggested Ann Miller. Peterson suggested Krisi Patterson. Others discussed were Mary Lee Vance and Jon Wojciechowski. Dahlvang will talk to those people.
 - c. Next meeting will be April 29, 2008, 11:00am-1:00pm, RSC 21
 - i. Lindberg motion to adjourn, Kreuser second. Approved. Adjourned at 12:15pm

Respectfully Submitted: Jennifer Bird (Secretary)