

## ACADEMIC STAFF SENATE MEETING *MINUTES*

May 15, 2008

**MEMBERS PRESENT:** Donna Dahlvang (President), Jen Bird (Secretary), Ryan Kreuser, Sue Holm, Angie Lindberg, Ann Miller, Ray Reinertsen, Tom Fennessey, Tammy Fanning, Christina Kline

**MEMBERS ABSENT:** Joel Peterson

### I. Old Business

- a. Discussion and Approval of 4/29/08 minutes
  - i. Motion by Fennessey to approve as amended, second by Miller. Approved.
  - ii. Bird will update and send to Dahlvang.
- b. By Laws Amendment/vote
  - i. Holm reported.
    1. Article VI, Section 6 was under review in order to find correct citations. Holm consulted Peggy Fecker about citations. Suggestions on changes were put in DRAFT that went out to all Academic Staff for review.
    2. Dahlvang suggested a couple grammatical corrections.
    3. Dahlvang brought up suggestion made by Sheryl Homan. Homan suggested a change with how unexpected vacancies on Academic Staff Senate are filled. Senate discussed suggested changes and decided to leave as is.
    4. Motion by Fennessey to accept By Laws as presented to Academic Staff in DRAFT form with grammatical changes. Lindberg second. Approved
- c. Legislative committee report/discussion
  - i. Holm reported.
    1. Update and discussion on Budget Repair Bill.
- d. Personnel/compensation Committee report
  - i. Dahlvang reported.
    1. Committee is meeting tomorrow to discuss the following:
      - a. guidelines for promotion to “distinguished”
      - b. instructions for promotion
      - c. the possibility of expanding on the promotion instructions to make them clearer and easier to understand.
    2. Vicki Hajewski is attending to discuss with the committee the TEI form and help explain how it works. She was part of the original group who created the form.
- e. Mentoring sub-committee report/discussion
  - i. Bird, Miller, and Lindberg reported.
    1. Our program is being modeled after Penn State Abington. Miller was in contact with Penn State Abington to get feedback about their program and to ask for permission to use their format/model, which they granted.
    2. Continuing to work on program over the summer.
- f. Academic Staff Rep Report
  - i. Dahlvang reported.
    1. Academic Staff Reps and Faculty Reps met jointly in Madison.
      - a. Discussed Shared Governance Principles and Guidelines document.
      - b. Discussed compensation and the Compensation Advisory Council. President Reilly is reviewing the charge of this committee. He is looking at putting together a Commission on Quality and Competitiveness.
      - c. Discussed an internal Task Force to help with data collection. Would not dissolve the Compensation Advisory Council, but assist it.
      - d. Discussed Joint Political Advocacy. Reps talked about this with President Reilly and are looking at having a committee on each campus to address issues/concerns on each campus.

- g. Guest – Jane Birkholz – discussion about Admissions involvement in campus events
  - i. Tabled until Fall 2008
- h. Review of upcoming events
  - i. Academic Staff Social – Tuesday, May 20<sup>th</sup> 4:30pm at Barker’s Island. Alumni Association is partially sponsoring this event.
    - 1. Miller brought up question about funding for this event and where funding comes from.
- i. Other old business
  - i. Academic Staff Teaching Load
    - 1. Dahlvang is trying to find out what our procedure for this is on our campus. Dahlvang will meet with the Provost about this.
  - ii. Personnel Compensation Committee
    - 1. Dahlvang will be discussing this with the Provost.
  - iii. Committee Reports
    - 1. Dahlvang discussed at a Cabinet meeting the suggestion of having all the University Committees submit an end of the year report summarizing what has taken place in the past year as well as things that are upcoming.
    - 2. Dahlvang will put together an end of the year report for Academic Staff.

## II. New Business

- a. 08-09 Committee Assignments
  - a. Dahlvang reported that all but 15 are filled. Five of the remaining open slots need to be filled by teaching academic staff. Dahlvang will continue to work on this and get them filled.
- b. Elect chair/secretary 08/09
  - a. Chair - Bird motion for Tom Fennessey for Chair, Miller second. Approved.
  - b. Secretary – Kreuser motion for Jen Bird for Secretary, Miller second. Approved.
- c. Summer schedule/agenda and 08/09 calendar
  - a. Personnel Compensation Committee
    - i. Committee is meeting May 16, 2008.
  - b. Work on Mentor Program- tentatively scheduled to implement in Fall 2008.
    - i. Dahlvang will give “new staff letter” information to Bird.
    - ii. Fanning and Miller will work with Bird on this program. Kreuser, Dahlvang, and Holm will assist as needed. Fanning will contact Mary Schoeler about possibly participating in this group.
- d. Other new business
  - a. Welcome new Academic Staff Senate members Christina Kline and Tammy Fanning.
  - b. Next meeting will be August 14, 2008, 10am-Noon. Room TBD.
    - i. Dahlvang motion to adjourn, Kreuser second. Approved. Adjourned at 11:47am

Respectfully Submitted: Jennifer Bird (Secretary)