

**Academic Staff Senate Minutes**  
**September 20, 2010**  
**12:00 – 2:00pm**  
**JDH 133 (please note room change)**

Meeting was called to order at 12:04pm.

In attendance: Tom Fennessey, Ryan Kreuser, Christina Kline, Tammy Fanning, Tom Tu, Trisha Skajewski, Sue Holm, and LeAnn Brown (guest)

Absent: Jen Bird

- I. Chancellor's Report
  - a. This year is an important year for the campus as we are in search of a new leader. We are not slowing down but are keeping up the momentum with projects that we have started as a campus. The continuation of these projects and coordination will be attractive to the chancellor candidates as they look at our campus.
  - b. Interim Chancellor Markwood shared five critical processes for our campus:
    - i. Higher learning commission process
      1. CIPT is the steering committee for the self study the campus will complete. Along with CIPT there are nine other committees/working groups related to this effort. The AcSS needs to talk about how we want academic staff to be a part of these working groups.
      2. Learning outcome will be developed by every unit on campus. Each unit will measure and evaluate these learning outcomes on an annual basis.
    - iii. Growth agenda for Wisconsin
      1. President Reilly has given campus the directive to increase graduates. UW-Superior needs to do 32% better in our graduation rate. This includes a plan for a 1% per year growth in new students. (The campus would grow to 3500 FTE within 15 years.)
      2. Making excellence inclusive will continue to be addressed. A part of this effort will be addressing the achievement gap for students of color.
    - iv. The campus will continue to work on the five components of our Liberal Arts initiatives.
  - c. Interim Chancellor Markwood reported that 17 'project charters' have been started collaboratively by the Cabinet and Provost's Leadership Team.
    - i. One project will address the question of how do we approach staff development. This will be an open discussion with AcSS.
    - ii. Another project will include welcoming new academic staff and classified staff. The Interim Chancellor will provide a welcome lunch and personal welcome note to each new staff member and possibly a welcome bag sponsored by the foundation office.
  - d. The Interim Chancellor projected that next year UW-Superior will see 20 new tenure track faculty positions filled.
- II. Provost's Report
  - a. Provost Hensrud shared that the campus will continue the annual report process. This past spring there was a good response with using Weave Online for the annual reports.
    - i. The next step is the process is strategic planning for all units. The Interim Chancellor will be sending out a notice to campus unit next week about the strategic planning process. A strategic plan for fiscal year 11(September 2010 through June 2011) will be due in November 2010. A three year strategic plan will be expected to be done in January 2011. This cycle will happen every year.
  - b. Higher Learning Assessment Academy Team was formed last Dec/Jan. It is a team of faculty members along with, Vicki Hajewski and Faith Hensrud. This group will review the five liberal learning outcomes. Starting with the first of the five outcomes, all offices/units will be asked to review how they assist the campus in achieving these outcomes.
  - c. This year we will be seeing a few faculty members retire. The Provost and leadership team will be conferring and consulting with the faculty union and talking about the process of new hires. The Provost office is gearing up to start the search process.

- d. CIPT has gone through a few changes as a committee. The number of faculty/staff members on the committee has been streamlined. AcSS shared concerns with the Provost about the lack of balance of the faculty to academic staff on the committee. The chancellor told AcSS he welcomes any proposals for suggestions for changing the committee make up.
- III. AcSS brought a concern forward about the lessening number of academic teaching staff. This will be a topic covered further at another meeting.
- IV. Faculty Senate Chair Report
  - i. Not available.
- V. LeAnn Brown was welcomed as a visitor to the meeting and asked if she had any questions or input. She had none at the time.
- VI. Old Business
  - i. Motion to approve the May 25, 2010 Minutes (academic staff development grant meeting) by Kline and 2<sup>nd</sup> by Holm. Approved.
  - ii. Motion to approve the August 23, 2010 Minutes by Kline and 2<sup>nd</sup> by Skajewski. Approved.
  - iii. Reports:
    - 1. Legislative committee report
    - 2. No report from Tom Bergh at this time.
  - iv. Personnel/compensation committee report
    - 1. No report. Kreuser's term has ended as chair. AcSS discussed vacant committee positions and the currently filled positions by Kim Labard-Rankila and Julianne Raymond. AcSS discussed the need to appoint one senator for a one year appointment and one senator for a two year appointment
      - a. A nomination for Kreuser to serve for two years was made by Fanning and 2<sup>nd</sup> by Fennessey. Kreuser accepted the nomination.
      - b. A nomination for Holm to serve for one year was made by Skajewski and 2<sup>nd</sup> by Tu. Holm accepted the nomination.
      - c. Fanning motioned to accept these two nominations and 2<sup>nd</sup> by Kline. Approved.
  - v. Mentoring Subcommittee Report
    - 1. Fanning asked to have a discussion to change the name of this subcommittee. Skajewski volunteered to be a part of this group. Fanning would like to see this subcommittee have a few at-large members as well.
    - 2. Fanning shared a guide for supervisors who are training new staff members that was designed by Ann Miller and Harry Anderson. Fanning will consult with Ann Miller on whether the document (with reference to the authors) can be changed and posted on the academic staff website.
    - 3. Fanning suggested that the AcSS chair send out the invitation to be a part of the mentoring program along with the invite to have lunch with the AcSS.
    - 4. Fanning has received 10 free lunches for new academic staff and coffees for the mentoring program.
    - 5. Tu mentioned a new academic staff member, Karen Plass.
  - vi. AS rep report
    - 1. Donna Dahlvang has not reported.
  - vii. Campus Climate Survey
    - 1. Fanning reported a meeting is scheduled for each Friday 7:45am to plan for this survey. A marketing plan has been started and will include incentives and promotional items. The efforts for marketing will also focus on two other surveys which are planned for the spring of 2011 as well.
    - 2. Fanning reported that it is very important for all of campus to participate in this survey.
  - viii. Senate Chair Report
    - 1. Fennessey is setting up meeting with other governance chairs.
    - 2. Meetings with the Chancellor's Cabinet members will soon be scheduled.
    - 3. Fennessey has met with the President of SGA, Jessica Duffy, a couple of times.
    - 4. Assigning academic staff to committees has been a frustrating process. Fennessey would like to see a more central process/list for the assignments of committee members.
    - 5. Fennessey had a conversation with Provost Hensrud. She asked to talk about the expectations AcSS has of her.

- b. Review of upcoming events
    - i. Due Oct 22, 2010 is the deadline for the Board of Regents Diversity award. Nominations need to be sent to Provost Hensrud.
    - ii. October 1, 2010 – Academic staff will be invited to an open forum to review the chancellor’s position description and give recommendations.
    - iii. Thurs., September 30, 3-5pm, McNair poster session in YU – get the word out!!
    - iv. Wed, September 22 – Can I kiss you program – YU 6pm
    - v. Friday, September 24 – Wine tasting with Athletics – at Barkers
    - vi. Sat, September 25 – Hall of Fame Banquet
  - c. Other Old Business
- VII. New Business
- a. Committee appointments
    - i. Fennessey will put out another call for academic staff to sign up for committees.
    - ii. Bird asked that we put the Enrolment and Retention committee make up on the agenda to discuss. Fennessey has contacted the Provost office about this for rationale.
    - iii. Fennessey plans to put out a proposal to the Chancellor for a suggestion to the composition of a couple committees.
      - 1. CIPT: Fennessey will ask to add at least two at-large academic staff representatives on the committee (one of which is preferred to be a teaching academic staff member.)
      - 2. Enrollment and Retention Committee: Fennessey will raise the concern that First Year Experience Coordinator position is not listed as a member of this committee and will ask to add 2 at-large committee members from academic staff (one of which is preferred to be teaching academic staff.)
    - iv. Fennessey is working with chairs of committees to continue to assign academic staff to them.
  - b. New staff lunch scheduled for Tues, Sept 28, 11:15am in the YU Café. Fanning will send out invitation to the AcSS to attend. Fanning will work with Bird to create bags of items to give new staff.
  - c. Staff social is being planned and promoted by Skajewski.
  - d. Review of 2010-11 Topics for Discussion list
  - e. A liaison from AcSS to attend Faculty Senate Meetings was discussed. Next meeting is scheduled for Tues, Sept 21, 2:30 YU 204. Holm will contact the Reinertsen to see if he can serve to attend these monthly meetings. If there is no senator that can attend, we will review the minutes from Faculty Staff Senate meetings
  - f. The AcSS did not have time to review perpetual calendar
  - g. No other new business was discussed.

Motion to Adjourn by Kreuser and 2<sup>nd</sup> by Kline. Approved.

Submitted respectfully by Tammy R. Fanning.