

**ACADEMIC STAFF SENATE MEETING MINUTES**  
**October 20, 2008**

**MEMBERS PRESENT:** Jen Bird (Secretary), Ryan Kreuser, Sue Holm, Donna Dahlvang (acting chair), Joel Peterson, Ray Reinertsen

**MEMBERS ABSENT:** Tammy Fanning, Christina Kline, Tom Fennessey (President)

I. Old Business

- a. Discussion and Approval of 9/15/08 minutes
  - i. Motion by Holm to approve as amended, second by Reinertsen. Approved.
  - ii. Bird will update and post.
- b. Legislative committee report
  - i. Kreuser reported.
    1. Committee will meet in November after elections take place.
- c. Personnel/compensation Committee report
  - i. Kreuser and Bird reported.
    1. Committee met and Peggy Fecker, Kathy Krause, and Vicki Hajewski were present as well.
    2. Discussed issues with process.
      - a. Discussed promotion timeline, years of service/when someone can apply for a promotion, and appeals process. Bird and Kreuser are going to research other institutions appeals processes more.
    3. Committee is working on improving process by making verbiage more clear and consistent.
- d. Mentoring sub-committee report
  - i. Bird reported.
    1. Committee met. Members are each taking parts and working on different sections. Still plan to implement in the spring of 2009.
- e. Academic Staff Rep Report
  - i. Dahlvang reported.
    1. November meeting of Board of Regents will be a working meeting only, no action will be taken. Al Crist will be reporting on aging issue of faculty and academic staff and issues this will pose in the future.
    2. Reinertsen suggested that Dahlvang bring up at the next reps meeting that the requirement of having a terminal degree is hurting our university. Reinertsen suggested we (UW-Superior) need to focus on recruiting good teachers rather than just terminal degrees.
    3. Change to UWS Chapter 19 – about sick leave. Instead of getting four day entitlement and start earning immediately. Now staff gets twenty-two day entitlement and start earning after 18 months. The net effect is the same as before.
    4. Making Opportunity Affordable – collaborative effort out of governors office with Technical College System, UW-System, Private Colleges System and partially funded by the Lumina Foundation.
    5. Discussed biennial budget.
    6. Retention fund (Star Fund) has now been opened to Teaching Academic staff.
- f. Review of upcoming events
  - i. Boxing Event on campus at HWC is postponed.
  - ii. Chancellor's Ball is the first weekend in December – tickets are on sale now on the Alumni Website.
- g. Update on Governance Chairs meetings
  - i. Group meets on a monthly basis. They are finding that each group is facing similar issues.

- h. Other old business
  - i. Recruitment/retention follow up discussion
    - 1. Dahlvang attended the Cabinet meeting in place of Fennessey. Dahlvang brought up concern about who is heading up the persistent/retention effort on campus. Cabinet said that CIPT is in charge of heading up the persistence effort.
    - 2. In the campus wide retention forum in Holden Fine Arts, Provost Markwood noted that current data will be reviewed, focus groups will be done, and a SWAT analysis will also be done to look at persistence and provide information for how to move forward.
    - 3. Kreuser reported that the CIPT subcommittee on persistence/retention wants to have an action plan in place for spring 2009.
    - 4. Reinertsen made the following suggestions:
      - a. Academic Staff Senate should host an open forum for students and ask them three things we could/should be doing to keep them here. Holm suggested that Student Senate might be a better group to host this.
      - b. Work on having a transparent faculty/teaching academic staff evaluation process and publish the results.
  - ii. Exit interviews
    - 1. Fennessey still planning to meet with Peggy Fecker on this.
  - iii. FERPA training
    - 1. Fennessey still planning to meet with Peggy Fecker on this.
  - iv. Campus Climate Survey follow-up
    - 1. Dahlvang was previously told that campus climate issues will be addressed once the Institutional Researcher is hired. Dahlvang asked for an update on when the Institutional Researcher position will be filled. Dahlvang proposed to the Chancellor that Academic Staff Senate talk with Jim Miller about tools we have that we can use to look at campus climate. Chancellor charged Academic Staff Senate to contact Rebecca Martin about how UW-Parkside utilized the Equity Score card/components to address issues of morale and campus climate as well.
  - v. Others?
    - 1. N/A

## II. New Business

- a. Welcome lunch for new Academic Staff – planning
  - a. A'viands will sponsor lunch for new academic staff.
  - b. November 3, 2008 – Fennessey or Bird will get letters out to new staff about date, time, and location of where to meet.
- b. Development Grant – round II discussion
  - a. Holm reported.
    - i. Due date is Friday, November 7, 2008.
    - ii. Sharon Sullivan asked Holm about taking out hard fast deadlines for the call for proposals since the Provosts Office is has to wait on UW-System for information regarding budget in order to put the call out, so it is out of their control. Dahlvang suggested the group think about this and it will be an agenda item for November.
- c. Board of Regents Diversity Award
  - a. Deadline is November 3, 2008. Chancellor brought this up at Cabinet and would really like to see at least one submission from our campus. Please encourage your colleagues to submit a nomination.
- d. Pay Plan update
  - a. Nothing to update
- e. Other new business

- a. Tuition Assistance
  - i. Chancellor would like feedback from Academic Staff Senate on the draft document.
  - ii. Senate members are to email feedback/thoughts to Fennessey by Thursday, October 23, 2008
- b. Working Titles for Academic Staff
  - i. Kreuser brought up concerns about academic staff not being able to utilize working titles. Often times, official titles do not reflect what people do and therefore it is confusing to students and those who are not part of the university. It was suggested that Academic Staff Senate support a motion to approve Academic Staff to utilize working titles. No action was taken at this time. Working titles discussion will be put on November's agenda for discussion and action.
- c. Reinertsen motioned to adjourn meeting. Peterson second. Meeting adjourned at 11:55am.

Respectfully Submitted: Jennifer Bird (Secretary)