

ACADEMIC STAFF SENATE MEETING *MINUTES*

November 17, 2008

MEMBERS PRESENT: Tom Fennessey (President), Jen Bird (Secretary), Sue Holm, Donna Dahlvang, Tammy Fanning, Christina Kline, Joel Peterson, Ray Reinertsen

MEMBERS ABSENT: Ryan Kreuser

I. Old Business

- a. Discussion and Approval of 10/20/08 minutes
 - i. Motion by Kline to approve as amended, second by Holm. Approved.
 - ii. Bird will update and post.
- b. Reports
 - i. Legislative committee report
 1. Nothing to report.
 - ii. Personnel/compensation Committee report
 1. Need to clarify next meeting time/date.
 - iii. Mentoring sub-committee report
 1. Bird will email out the program handbook for AS Senate members to review and provide feedback.
 - iv. Academic Staff Rep Report
 1. Dahlvang reported.
 - a. Met at the end of October, Fennessey attended for Dahlvang. Discussed what would be taking place at the Board of Regents meeting in November.
 - b. Compensation Advisory Committee made a recommendation about how to handle the AS compensation to President Reilly, Board of Regents will vote on the recommendation during the December Board of Regents meeting.
 - v. Senate Chair report
 1. Fennessey and other chairs met with Chancellor's Cabinet.
 - a. Discussed credit transfers.
 - b. Discussed benefit of offering staff tuition assistance. Comments were forwarded to Chancellor and Board of Regents. Regent Cuene received comments.
 - c. Joel Sipress Chair of Faculty Senate, recommends that governance groups should be part of the budget reviews.
 2. Chairs monthly meeting
 - a. Student Senate working to get students involved in contacting State Legislators about the impact budget cuts would have on the campus.
- c. Review of upcoming events:
 - i. Winterfest - December 4th
 - ii. HIVE Night – Tuesday, November 18th at 8:30pm
 - iii. Graduation – December 13th
 - iv. Chancellor's Ball – December 6th
- d. Recruitment/retention follow up discussions
 - i. Took place last week, went well. No further discussion.
- e. Exit interviews
 - i. Inconsistency in classified and unclassified instructions for survey. Peggy Fecker is working on improving instructions so they are more consistent.
 - ii. Fennessey reported that Peggy Fecker suggests that exit questionnaires are better tools than exit interviews due to interviews may collect skewed results.
 - iii. Dahlvang suggests that AS Senate be notified when a person is leaving the institution and puts out a request to the individual that is leaving that they fill out the survey as a means to help gain feedback.

- f. FERPA training
 - i. No updates.
- g. Campus Climate Survey follow up
 - i. Fennessey found out at reps meeting that UW-System has been sponsoring a campus climate survey for UW campuses. Round one, five campuses participated. Three campuses participated in round two. Looking for campuses to do round three. System pays 2/3 of cost, campus pays 1/3. Cost to our campus would be \$6,000-\$10,000 – targets students, staff, and faculty. UW-Superior chose to do campus score card first before signing on for system wide study.
 - ii. Chancellor’s Cabinet would like AS Senate to come back with a recommendation as to what to do about participating in this survey. Option #1 - jump on board with system survey, or Option #2 – do our own “home-grown” survey. Fennessey is looking into what other schools have done, what questions have they used, and also research information as to timing of survey and process of the survey. Fennessey will talk to Jim Miller about possibilities of “home-grown” surveys.
 - iii. No action taken at this time.
- h. Other old business
 - i. N/A

II. New Business

- a. Development Grant – round II selection (action item)
 - a. Dahlvang motioned to accept decisions as detailed, Reinertsen second. Approved.
 - i. Marna Banks – \$850
 - ii. Kay Biga – \$379
 - iii. Cheri Boreen – denied, multiple requests from same department for same conference
 - iv. Tammy Fanning - \$476
 - v. Tom Fennessey – \$476
 - vi. Allison Gerland – \$850
 - vii. Steve Hagedorn – denied, recommend pursuing tuition reimbursement
 - viii. Emily Kluess – \$850
 - ix. John Kunz – denied, minimal impact on campus
 - x. Ann Miller – denied, repeat request, should be part of annual budget
 - xi. Edmund Morgan – \$476
 - xii. Donald Mulhern – \$850
 - xiii. Steven Nelson – denied, should be part of annual budget because it’s required he attends
 - xiv. Lee Parker – denied, multiple requests from same department for same conference
 - xv. Krisi Patterson – \$476
 - xvi. Tonya Roth – \$1,000
 - xvii. Vaughn Rossum – \$850
 - xviii. Daniel Stauber - \$480
- b. Development Grant guidelines updates for 2009-2010 (action item)
 - a. Tabled until December meeting.
- c. Academic Staff Promotion Policies and Procedures
 - a. Working on meetings getting set up.
- d. Use of Working Titles
 - a. Dahlvang made a motion to request that Human Resources approve the use of working titles. Peterson second. Approved.
- e. UW-System Pay Plan
 - a. Provost wants AS Senate to discuss how pay plan will be dispersed. Senate does not have appropriate information at this time to take action. Will discuss this when information becomes available.

- f. Evaluation Process for Instructional Academic Staff
 - a. Provost and HR working on system to make both processes mirror each other.
- g. Other new business
 - a. Spring meeting dates. Fennessey will look at the calendar and make recommendations.
 - b. Budget reduction information – 10% reduction exercise has been cancelled, due to budget being worse than originally thought. More information to come out later.
 - c. NCA will be doing another campus visit in spring of 2010. Campus is putting together a committee to do a report, would like representation from around campus. Holm and Fanning were brought up as potential people to sit on the committee. Holm would be willing to sit on the committee.
 - d. Next meeting will be December 15th 10am-Noon, RSC 112.
 - e. Reinertsen motioned to adjourn meeting. Holm second. Meeting adjourned at 12:15pm.

Respectfully Submitted: Jennifer Bird (Secretary)