

AS Senate Meeting

Thursday, November 21, 2013

11am-1pm

Swenson 3004

**Present:** Jenice Meyer (Chair), Jen Bird (Secretary), Jordan Appicelli, Allen Shepard, Ryan Kreuser, Faith Hensrud, Harry Anderson, Lynne Williams, Scott Smith, Lisa Mattsson

**Absent:**

1. Meyer called the meeting to order at 11:07am
2. Smith motioned to approve October minutes. Anderson second. Approved.
3. Chair's Report and Updates
  - a. Chairs for governance asked to be part of extended program prioritization
  - b. Names were put forward for instructional and non-instructional academic staff to be on extended committee
4. Legislative Liaison/UW-System Rep Report
  - a. Liaison call set for this week was cancelled. Big conversations are in regards to WISCNet. Also discussions about the President position and what is needed have been taking place. UW-Superior will continue to work with the new President to build that relationship.
  - b. UW-System Reps – Williams updated about survey results regarding different positions on campuses and if they are part of the senate constituency. In addition questions were asked regarding pay plans for the different campuses within the past two years. Discussions about remedial education also took place, William Bajjali was named from our campus to be part of the system committee.
5. Personnel Report, Discussion, Action Items
  - a. Group has been creating the outline and presentation for the promotion process session we are doing in December. Save the date information has been sent out to campus.
6. Professional Development Report, Discussion, Action Items
  - a. There is money left over so we need to decide what to do with it.
  - b. Grant funding is between \$5000-\$7000. Suggestion is another call for grants.
  - c. Jenice will ask Faith when to set a new employee academic staff training. Suggestion is that we roll it out, and utilize this money as a stipend for someone else to implement until there is someone who will own it. Cost of it depends on how many attendees, lunch. Overbudget a bit, what's not used is put back into the budget.
    - i. Suggestion on who to spear head it from Staff senate, if stipend is involved.
    - ii. Allen and Jordan will coordinate and organize.
  - d. Idea for spring social – have it on campus with faculty/staff musicians.
  - e. Conflict Resolution – part two of workshop was rescheduled to January 2014.
7. Bylaws, Policies and Elections Report, Discussion, Action Items

- a. Faith posed questions about who is included in By-Laws. Williams did research via System Reps. Shepard asked group to discuss Faith's questions - group decided to keep Assistant and Associate Deans in the By-Laws. In addition, group decided to keep additional proposed changes to By-Laws. They will go to our constituency, then back to Faith and Renee (put in a memo with request for action), System Legal review, then down to Board of Regents for final approval.
8. Communication Report, Discussion, Action Items
  - a. Updated constituency lists were handed out. Future, we should get lists from HR in the beginning of the semester so AS Senate doesn't have to try to maintain our own list.
9. Provost Updates
  - a. SEM Plan document was put out as a link to review. Document is being re-organized to make it more useable. Creating a phased approach by having the committees and Cabinet go through and do a prioritization process to make it more manageable. Steering Committee will then come up with the plan for the next year. All recommendations will be in the appendices so that they are not lost. Will make sure that there is an intentional link between SEM, Program Prioritization and Strategic Planning.
  - b. Dean of Faculties Search is postponed until spring due to the various large scale projects taking place.
  - c. Laura Jacobs will be stepping in as Interim Director for the Library and Kristina Kline will be Interim Director for Distance Learning.
  - d. Regents Academic Staff Excellence Award call is out and it has a short turn-around time. Provost Leadership Team discussed how we can get nominations for this. We've historically having difficulty getting nominations and are more concerned with the short time frame this time around. What ideas do you have for soliciting nominations? Suggestions include asking people to submit a brief paragraph to nominate an individual or unit and then from there do checking with supervisors to see about support and move the process from there. Allows for making the process less cumbersome. Another suggestion is to add a place on the evaluations whether or not an individual would be recommended for AS Excellence Award and/or Spirit of Superior.
  - e. Overload policy – would like one set of language for AS Senate and Faculty Senate, not two separate statements. Meyer will work with Kropid on this.
10. Governance Liaison Report
  - a. CSAC – main discussions, working with HR for comp time policy, discussion is held up. UPS – need to create a plan for when new policy is put into play, a committee is being created to do this. They have renamed themselves to Classified Staff Senate (CSS). Discussed creating new staff orientation based on AS Senate outlines. Working with HR on this as well. Focus will be on on-the-job training as this is what they feel is missing. Flex time policy is being discussed, would like the same flexibility as the faculty and academic staff.

- b. Faculty Senate – passed Business articulation agreement with LSC. Wording was put in catalog by Registrar without faculty governance approval, also discussed issues of double honors (within program and in general).
- 11. Old Business
  - a. Overload policy – need to have something in place this year (temporary). System may decide for the future. Working with Faculty Senate on common wording. Our recommendations will go to Chancellor for approval.
- 12. New Business
  - a. Spirit of Superior and AS Excellence Award – something we can discuss over email.
- 13. Anderson motioned to adjourn, Meyer second. Meeting adjourned at 1:09pm