

Academic Senate Minutes: 12/14/12

Attending: Ryan Kreuser, Lynne Williams, Scott Smith, Jenice Meyer, Lisa Mattsson, Allen Shepard, Angie Hugdahl, Ray Reinertsen, Harry Anderson, Ann Miller, John McCormick. Minutes submitted by Lisa Mattsson.

- Report from Ann Miller, Liaison to Student Senate:
 - The Student Senate's initiative on sustainability: Proposes the creation of a university-wide Sustainability Committee. Discussion of potential goals included a wind turbine on campus, and discussion of scope and authority included the suggestion that Classified Staff be included. It was noted that the campus has had prior experience with sustainability efforts.
 - Motion by Ray: Academic Staff Senate will support the students' resolution with a suggestion to re-evaluate the usefulness of the Committee after one year.
 - Second: Allen.
 - Moved: Unanimous.
 - Information-Only: The Student Senate is proposing another resolution allowing the sale of malt beverages in Yellowjacket Union – bottled beer only. A'viands, which holds a liquor license, would need to approve, as well as the Chancellor. Rationale is to create community on campus.
- Work Group Reports:
 - Bylaws, Elections, & Policies: The work group is addressing the question of how "constituency" is defined, with the goal of clarifying this within the bylaws. Recommendations will be submitted for the Mid-Semester Meeting.
 - Ryan will re-send the existing bylaws; the work group will issue a summarized version of key provisions for review.
 - Communications: No newsletter at this time; let Lynne know of any ideas to be included. Current topics to be included:
 - AS can apply for promotions until the deadline of 2/1/13.
 - UPS: no action at this time.
 - "Save the date" for the upcoming summer conference in Madison.
 - System awards.
 - Welcome Week: we should offer a workshop such as "Promotion Information Session," for the purpose of providing information on how to submit an application for promotion. Discussion of the best time: probably Tuesday 1/15 after the All-Campus Opening meeting.
 - Personnel: No report.
 - Professional Development & Awards: HR Director provided direction to Jenice as to whether Academic Staff are required to do service (as are Faculty). The answer: Academic Staff are not subject to a service requirement, but if applying for a promotion, must have service to the university listed as a required element.
 - Recruitment for committee assignments to go out in March.
 - A call for applications for professional development grants goes out in March.
 - Harry will join the Professional Development & Awards work group.
 - A mini-certificate offered by the Center for Continuing Education is under consideration to be offered to Academic Staff: "Conflict Resolution for Supervisors: Essential Elements." The certificate consists of

three full-day workshops, which could be offered on a schedule that is convenient for staff. There is already money set aside that would cover most of the cost. The consensus is that we agree to move forward on this. The remaining questions address when to offer it.

- Motion from Ray: Jenice will move forward in making arrangements for this training.
- Seconded by Lynne.
- Motion carried unanimously.

- Chancellor wants feedback on constituent lists:
 - Scott has worked on it and will distribute what he has so far.
 - Bylaws work group will develop a policy to recommend.
- Budget Proposal Input: There are three ways Academic Staff can submit feedback, including Qualtrics and by communicating with a senator. Lynne will share more about this.
 - Action item: Look over the soon-to-be-issued constituent lists that Scott will share, and report back to Scott if there is anyone assigned within a list that should be assigned elsewhere.
- Mid-semester Retreat: It will be a half-day meeting on 1/3/13. Angie will coordinate food. Note: Lisa will be out on vacation, so someone else will need to take responsibility for taking minutes.
- Spring 2013 Meeting Schedule: We'll meet on the second Friday, with the exception being the first meeting which will be on 1/25/13. Normal schedule will be from 11:00 – 1:00 with brown-bag lunch option.
- Recruitment and Retention Plan: Should we reach out to high school students with a letter-writing campaign?
 - Action item: Ray will talk with Tonya to see if there is a way we can support in recruitment, and report back.
- Spring Yellowjacket Social: It will be at Westman Arena at the time of the last men's hockey home game.
- Motion to Adjourn: Ray. Seconded by Angie. Meeting adjourned at noon.