

Academic Senate Minutes: 3/8/13

Attending: Scott Smith; Ray Reinertsen; Harry Anderson; Ryan Kreuser, Lynne Williams, Angie Hugdahl, Lisa Mattsson, Allen Shepard; Guests: Joe Kmiech – Classified Staff representative; Susie Isaksen, AS guest; Shevaun Stocker, Faculty Senate representative. Minutes submitted by Lisa Mattsson.

Agenda:

- Allen: Vote on approval of new bylaws
- Lynne: HLC Self-Study recap
- Lisa: Academic Staff training session is confirmed
- Joe Kmiech: Classified update
- Shevaun Stocker: Faculty Staff update

- Approve minutes from last meeting, 2/11/13:
 - Lynne moved to approve the minutes.
 - Harry seconds.
 - Moved.
 - Minutes approved. Ayes unanimous.

- Joe Kmiech – Classified update:
 - Vacancies to fill on their Advisory Committee; nominations coming in. 12 should be on the Committee, they presently have nine.
 - Met with Chancellor on flex policy; agreement that if campus emergency precludes showing up, the time can be made up.
 - Orientation/mentoring: sounds like all governance bodies plus HR are working on this. Harry will contact Peggy.

- Shevaun Stocker – Faculty Senate update:
 - They'll be taking turns as representatives.
 - Discussions with Registrar regarding processing timelines for academic changes. As changes are made, it needs to be clear when those changes go into effect. The problem is clarity – most recent version of the document they've received didn't have alignment between timeline and approval processes. What changes can happen relatively quickly, and what changes need to wait for the next catalog? They would like clarification on this and there will be further discussion.
 - Policy requirements for graduation: What percentage of credits need to be done at UW-S; compliance issues. Does Prior Learning change or impact that? They are working on clarifying this.
 - They want a discussion about service load. The requirements for promotion and tenure include service. The problem is there is a wide variability on how to interpret that, and departments aren't given much guidance on how to interpret it. There is presently no assessment of service. Department can only ask for service on one committee.
 - There is a process started for assessment of advising.
 - The AS Senate expresses a desire to collaborate on any initiatives if we can be of support.

- Bylaws:
 - Allen sent out second set of bylaws which is what we're voting on, with one change: Section 3: "Shall" means these things must be done. If we don't have an assessment in place, we should change language to "will."
 - Allen: Moved to approve.
 - Angie: seconds.
 - Ayes have it, approved.
 - Bylaws Working Group will meet again to clarify next steps.

- HLC Self-Study:
 - Agreement that we had a positive meeting with the HLC representatives.
 - Recap of closing comments from HLC CIPT team:
 - Transportation and Logistics: great
 - CETL: great
 - Multicultural Affairs: great
 - HIP great
 - Relationship with System: great
 - Concerns:
 - Who are your star faculty? No way to tell.
 - External communication and internal communication are not good.
 - HR cannot be Affirmative Action Officer (update: a 50% position is in the works to be hired).
 - Shared governance: AS does not have equal impact on campus direction as Faculty Senate.
 - Courses: objectives are not all the same for DL and others.
 - Budget: If you don't compensate your staff, your best will leave.
 - Graduate programs: How do they fit, what are we going to do with them?
 - Culture of assessment has grown and shows a lot of work, but: Goals: How are you going to assess all those goals? Need to narrow your scope; and share it. There are many types of goals but no way to communicate and coordinate them.
 - No data used to create direction – a lack of planning across campus.
 - Overall, they were impressed with our campus. We won't lose accreditation.
 - In a month, we'll get an initial draft report back and an opportunity to comment.
 - Next review window of time: depends on the results.
 - Discussion about "no cost" ways to create improvements; how can we move things forward? There is broad acknowledgment that there are pay inequities and compression. Why can't people have more job security and not have to participate in job searches to keep their positions? What about quality-of-life measures that don't cost much?
 - What pragmatic, concrete things can we do that are doable? i.e., get personal letter informing people of their status, rather than a form letter. There's no appreciation of your work. What message does it send that job-related communications are timely, personalized, and positive. The letters we get now: they end with a paragraph about what might happen that could end your job.
 - The three governing bodies could draft some of these concrete suggestions.

- Work group, or work on it as full Senate? Full Senate.
 - Allen moves that we all brainstorm things to put into it at the next meeting.
 - We can put a standing item on our agenda to address issues, with the caveat that you have to submit a proposed solution to every problem.
 - Draft it, then disseminate to the supervisors, Faculty Senate, and Classified Advisory Committee: “Here are ideas to retain people without spending money.” It’s targeted at morale.
 - What about a campus-wide conversation?
 - Identify the problem at the beginning of the document: AS is responding to morale problems endemic on campus. We hope to develop ideas and strategies.
 - We did a survey before; Lynne can send one out again.
 - Next meeting: We bring problem/solution suggestions.
- “Campus Forum” Meeting: Lynne
 - Wednesday 3/13 from noon – 1:00 in Erlanbach Lecture Hall.
 - Jan will go over fiscal update; proposed budget.
 - Lynne sent out summary of budget feedback.
 - Renee will give an overview on strategic planning; we’ve hired a consultant.
 - Lynne will comment.
- Training: Lisa
 - The Mickelsons have been confirmed to provide training on August 20, 22, 23. Each day will consist of training from 9 – 4:00 p.m. The three workshops are:
 - Mapping Conflict Management Styles - August 20
 - Coaching Others to Resolve Conflicts – August 22
 - Early Intervention and Resolution of Conflict – August 23
 - Promotion: CCE can provide a flier which can be shared with our constituent groups.
- Sub-Committee Reports
 - Communications Committee:
 - Can put out notice about upcoming elections.
 - Bylaws/elections/policies:
 - We’ll meet to arrange for elections: first two weeks of April.
 - Personnel:
 - Promotions Committee has begun meeting (see below).
 - Professional development:
 - Training workshops have been confirmed (see above).
- System report: Lynne
 - \$33 million was overpaid in benefits. Internal audit begun for risk assessment. Negotiations with health care organizations to defer payment/credits.
 - It looks like the governor will give Board of Regents authority to manage our own pay plan.
 - Lowest tuition hike in a long time.
 - First budget in a long time that hasn’t had a cut or lapse.
 - We want to express appreciation to legislators and ask them to approve it.

- Proposed \$50 fee for smokers: that wasn't discussed.
- Rehired annuitants: The waiting period extended from 30 to 90 days. New rule: cannot work more than 2/3 time.
- Personnel Committee:
 - Has started meeting. We recognize there's a need for improved awareness of the process/procedures for promotions and title changes.
- Active Campus Shooter Training:
 - Someone expressed concerns – We can look at Virginia Tech website, it has good options. The individual felt it hindered open discussion to have media present. Students should also be part of the dialogue. The individual was upset that drills are not mandatory. Mental health issues on campus: 50% are reported to have issues, which is unusually high. (We aren't sure where this data comes from, can't verify its accuracy.) Feels we should be aware of the signs to be alert to. When is the next step or training? What materials could be disseminated? Mentioned three instances of making referrals that the individual felt were not handled well. Doors on locks; run versus hide. Confusing messages.
 - What do we do with the concerns? Our sense is that the discussions are not done; it's in the hands of Campus Safety to take it further. Regarding the media: They were not invited, and we can't keep them off the campus.
 - We refer MH assessments to Essentia. We may need to improve clarity of process for referrals.
- We thank Lynne for the pizza!
- Lynne moved to adjourn. Lisa seconds. Meeting adjourned at 12:59pm.
- Respectfully submitted by Lisa Mattsson.