

Academic Staff Senate Minutes: 10/12/12

Attending: Ryan Kreuser, Lynne Williams, Scott Smith, Jenice Meyer, Lisa Mattsson, Allen Shepard; Renee Wachter. Minutes submitted by Lisa Mattsson.

- Agenda:
 - UPS resolution
 - Reports
 - Tobacco free campus discussion
 - Academic Staff rep for Faculty Senate meetings
 - Work place flexibility – review HR feedback
 - Senate elections
 - Social questions

- Approve minutes from last meeting, 9/19/12:
 - Lynne moved to approve the minutes.
 - Scott seconds.
 - Minutes approved.

- Proposed UPS Resolution:
 - Jenice shared compilation of feedback.
 - Clarify that the “prohibited conduct” comments need to include that the criteria are “arbitrary,” meaning that they can be applied inconsistently and capriciously.
 - Under Section III suggestions: Clarify “entity” to mean unit, program, departments.
 - Move to approve as amended: Allen moved, Lynne seconded – all approved.
 - Next steps:
 - Send to UPS website.
 - Publish to our constituents and encourage their additional comments to UPS
 - Share our draft with other governance groups; system reps
 - Jenice will share with Faculty Senate Chair, and Classified Staff Advisory Council.
 - Ryan will share with all others.

- Sub-Committee Reports:
 - Communications Committee has met.
 - Constituent list is being updated by Scott.
 - Newsletter is being updated by Lynne.
 - Congratulate Academic Staff who have been promoted.
 - Lisa updated the website.
 - How about links on our web page to where all relevant documents are?
 - We want to be able to promote upcoming events and things that need input – make it accessible.
 - Will meet on the 12th.

- Bylaws/elections/policies:
 - Will meet next Tuesday morning.
 - Election to replace Tom Tu will need to happen. Allen will send information to Lynne for newsletter after next Tuesday's meeting.

- Personnel:
 - Concern about criteria for promotion. Must be already functioning in the position for a substantial period of time to be promoted to the position. It's actually about reclassification.
 - Promotion guidelines: after two years, can apply.
 - Reclassification: more difficult.
 - Objective: make the process more clear – make it simpler through Communication.
 - If the documents, PowerPoint, and links are on the web page, it will be accessible to everyone.
 - Supervisors need to be trained about the process so that they can better support the people they supervise. It fails at that level.

- Professional development:
 - Two things to discuss and bring back:
 - Do committee appointments sooner – before we break for summer.
 - Does everyone expected to do service? Clarify the expectations. It's confusing – there are different levels, different expectations.
 - Maybe we could do a separate outreach to supervisors to encourage them to let their staff know it's valuable to participate in service.
 - Grant reviews: Done in spring; it will be much quicker next time. It came out of the Provost's office. We don't have more money to give right now, so no "second call."
 - Discussion of what we want to do: Supervisory training is the current focus.
 - What in-house resources do we have that we can take advantage of?
 - Where is the new employee orienting – is HR taking it on?
 - We could take some initiative.

- Tobacco-free campus:
 - Other campuses are doing it: In most instances they do what we do, designated locations. LSC does have a truly strict policy, but the students then stand out in the street and smoke.
 - It's difficult to enforce. What impact on recruitments? It should be driven by student government, let them govern it. It needs to come from them if it's going to be successful.
 - Motion to leave it up to student governance: Lisa moved. Jenice seconded. Motion passed.

- Flexible work schedule:
 - Peggy liked the proposal for flexible work time.
 - Concerns about who it impacts; others misunderstand it. Let's add a sentence in the beginning that makes it clear that flex time already applies to Faculty and Academic Instructional Staff. "These practices are already granted to teaching staff and faculty due to the nature of their positions."
 - This will be discussed and work will begin in the Personnel sub-committee.

- Telecommuting policy:
 - Peggy is reviewing it.

- Chancellor's report:
 - Key positions are open: Enrollment Management, CIO, Peter's appointment was temporary. Are the ways to reorganize to be more effective? How to meet strategic goals? How to use research to make smarter decisions; they're having an ongoing discussion.
 - Flexible degree program: Two components. There's a commitment to engaging in activities to promote economic development. It could be Academic Service Learning; Prior Learning; a range of things. Also, several million dollars were set aside. Ray Cross was working with the governor to make this happen.
 - Trends: Online learning, new modes of delivery. There is a pent-up demand for these kinds of things. Competency-based; modular instead of class-based. Small subset: high-demand programs, job-wise; computer science things might work, for example. Not all campuses would participate. One campus might pick up a portion of the modules, another might handle other modules. It hasn't been figured out. There's an advisory committee put together to look at components. How to ensure academic quality? Faculty need to have a say in the quality of the program.
 - It would be Extension supporting it; it wouldn't fall on our institutions. The financial piece will be complicated.
 - Launch next fall: That's really, really ambitious.
 - Eight-week modules: Adult learners like accelerated pace.
 - Yet, what if online learning drags on too long – will the institution be penalized if a student doesn't complete it?
 - Please look at the HLC document – it's a big deal.

- Final points:
 - Lynne and Ryan will meet to discuss funding for the System Rep position.
 - Ryan will be serving as the Academic Staff rep for the Faculty Senate meetings.

- Lisa motioned to adjourn. Scott seconded it. Meeting adjourned at 11:50.