

Academic Staff Senate Meeting

May 3, 2017

Present: Beth A., Jenice M., John M., Emily Z., Janie C., Rob W., Nick B. (Jon G & Amy M. Excused)

Monte S., Michael B.,

Call to Order: 9:03

Added to New Business Kudos to HLC Work

Review April Minutes: (Nick/Janie) Approved

Report from Chancellor and Provost:

Governance Liaison:

System Rep Report:

- Meeting tomorrow. Vender nearly completely selected for system compression study. Committee selection to work with the Vender. Rob encouraged to participate on the committee.
- Question facing the reps meeting: How comfortable are we with the proposed 2:2 increase? Depends on revenue forecasts playing out. Need to stress the importance of 2:2, especially on campus without reserves to internally fund pay increases, when we have many without pay increases after several years.
- Are pay plans still decided by campus? Most campuses have done internal increases on merit or compression. Campuses will try to push increases out to as many employees as possible (unsatisfactory job performance may not receive). Last time, governance groups were notified the funds available and decided to award the increase to merit and satisfactory.
- Raises again need for compression study so we know who may be most compressed. Faculty does this study regularly. Because of setbacks over the years, we have been unable to have that information available.

Compression Study Memo: One-on-one discussion with Provost – mentioned that institutional research often collaborated with HR at UW-Stout. May take on as a summer project working with Gigi. Still send out memo, approve electronically, so Senate's roll is clear. Provost Leadership Team has early idea of addressing equity across campus in terms of merit. Should expect a one-time amount of money in the near future to be distributed based on merit. This comes from campus funds – also going toward Voluntary Separation – which may not have a net benefit, and could undermine pay plan distribution.

Chair Report:

- Intention to truly reallocate the savings from this round of Voluntary Separation. May coincide with enrollment drop for Fall. Outcomes based funding matrix from System.
- University Staff's one-time fund spread to 17 successful applicants. Intention to repeat yearly. Merit is seen as truly above and beyond – can get confusing how to work with people who are truly going above and beyond multiple years and people who may stretch too far into new things. We need to be aware of these potential difficulties. Will have a rubric to use – compare between University Staff's rubric and what we are already working on.

- Has our campus considered a request to System for base funding to go to salaries? Tough request, because we do receive a lot proportionately. Other campuses have had more opportunities to fund their own pay plans. Distribution model doesn't always help us. Should be some base level support.
- Suggested Institutional Merit Metric sent back to President Cross – one week turn-around from request to deadline! Discussed potential metrics for System and Institution. Will forward to Senate what was sent out.

Committee- Newsletter went out prior to social. Emily ran the election. ByLaws could be updated to define a period of time to pick a runner-up from last election rather than run a new election.

Professional Development – reviewed applications, cleaned up guidelines and rubric to prioritize. Got through grants and issued award letters (public announcement forthcoming). About \$1000 from unused funds to go toward campus wide development activity – can be rolled over so it needn't be rushed. In past subgroup brought suggestions to senate for vote. Good opportunity to document processes. Can do an electronic approval of the awards.

Motion: Accept the work of the committee with confidence and to be sure by-laws are followed in future (Rob/Janie) Abstained votes did not allow for a possible pass.

Summary will be created and sent for approval.

Personnel Committee – met with Jackie about the personnel evaluation forms. Needs to work in more about mission. Draft is evolving to work in campus priorities. Final draft, meet with Jackie and she will get feedback from there. Probably voted on over the fall. Compare to old format and give rationale.

Electronic votes are considered non-binding by System.

Vote for Bullying Policy

Motion to approve Bullying Policy (Jennice/Nick) passes one abstain

Farewell and thank you to Beth and Jennice – Jennice's 6years of service! Welcome Monte and Michael!

Staff Senate Chair – Emily nominated – elected!

Secretary – John nominated – elected!

System Rep – 2year position – Rob nominated – elected!

Send feedback on digital signage.

Will need to schedule retreat.

Adjourn (Jennice/Nick) 10:30