

Academic Staff Senate Minutes: 9/19/12

Attending: Ryan Kreuser, Ray Reinertsen, Jenice Meyer, Allen Shepard, Scott Smith, Lynne Williams, Lisa Mattsson. Minutes submitted by Lisa Mattsson, approved on 10/12/12.

- Two agenda items:
 - Discussion of proposed policy regarding Minimum Qualifications Policy Statement, which addresses Academic Staff required credentials.
 - We need to establish a regular meeting time.

- Proposed Minimum Qualifications Policy Statement: [Jenice moves to accept in amended form. Allen seconds.]
 - This document affects Academic Teaching Staff. There is language that Academic Staff should review, such as “Academic degree relevant to what they are teaching.” The minimum degree is Bachelors.
 - What about someone who has been teaching very well for many years?
 - Departments are all different, have their own standards.
 - It can be difficult to find qualified people for some fields if we restrict to graduate degrees.
 - Insert a line giving deference to academic department. Amended to read: “Relevant degree will be determined by the appropriate academic department.”
 - Grandfathering: is anyone already teaching impacted? Departments vote on who can teach, including within graduate programs.
 - What’s the institution’s policy about retroactive application? Adjuncts sign fresh contracts every year, so from today forward, new policy will apply – but they are protected by department’s ultimate decision-making.
 - This policy reflects what’s happening now – it doesn’t really reflect a new change.
 - Can we share this with Academic Staff to get comments? It may potentially impact someone we’re not aware of.
 - How to communicate it: via email. We will show that we’re adding language, and give a deadline for response to any Senator. Ryan will send out the email.
 - Allen moves to have Ryan send this out in amended form to Academic Staff for feedback by next Wednesday. Lisa seconds. All in favor: all present (quorum).

- Regular meeting time:
 - We’ll meet on the second Friday 10-noon, October through December: 10/12, 11/9, 12/14.
 - Lynne will send out Outlook notices right now.
 - Ryan will schedule YU 202.

- Our committees:
 - Work groups/chairs determined in the summer retreat:
 - Communication: Lynne (chair); Lisa; Scott; Allen
 - Professional development/awards: Jenice (chair); Angie; Tom
 - Personnel: Ryan (chair); Jenice; Ray; Angie

- Bylaws, elections, policies: Allen (chair); Ryan; Lisa
- How we determine our agendas: Allen suggests we share/input agenda items prior to meeting.
- Faith and Renee occasionally come: We'll make sure they are invited to attend. Ryan will email them prior to each meeting with a request for relevant updates or agenda they wish to share with us. We can invite them to come around 11:00.
- Committees will forward concise reports ahead of agenda being created. We will send the reports via Outlook with attachments.
- System Reps meeting next week: Lynne. They meet next Friday in Madison. Lynne's been asking for input on UPS; raises/pay plans is already on the agenda. She's asked Renee and Faith for input on Supplemental Pay Plan – nothing yet to report. Lynne, Ryan and others at director level will no longer be Academic Staff after July – will become Limited Term. Anyone who was a director-level will serve at the will of the Provost and will lose Academic Staff status.
 - Feedback is due October 14. There are sections with unusual language that should be reviewed by Academic Staff.

There isn't time for an open forum. We should state: "It was noted by Senate there was a lack of time for notice."

 - Motion to have Jenice bring this up with Faculty Senate Personnel Committee:
 - Motion to include a report to our constituents:
 - We'll meet in two weeks to discuss in depth.
 - Lynne will send us the UPS report.
 - Friday 10/5: we'll meet to discuss this in depth. Lynne will have more input after System meeting.
 - Other System topics: flexible degree program (credit for prior experience, etc.); WI retirement system.
- Flexible work policy: Ryan will meet with Peggy; our goal will be final approval at our next meeting. Lynne [will send out?] – we'll each review it.
- Performance reviews: The institution is possibly changing the scale for performance reviews. It will be coming in the next few months.
 - Staff morale: there are rankings of "best colleges to work for." We could look at getting input on what they do right.
 - How can we acknowledge good work, good people? Jenice will bring up in Professional Development/Awards committee.
- Recruitment/retention: Which programs/departments are doing well? What can we learn?
- Adjourn. We meet in two weeks to discuss:
 - UPS
 - Approval of qualifications for accreditation.