

ACADEMIC STAFF SENATE ORGANIZATIONAL MEETING *MINUTES*

August 23, 2010

MEMBERS PRESENT: Tom Tu, Sue Holm, Tom Fennessey (Chair), Christina Kline, Ryan Kreuser, Tammy Fanning, Jen Bird (Secretary), Ray Reinertsen

MEMBERS ABSENT: Trisha Skajewski

GUESTS: Diane Douglas, Julianne Raymond, Kaelene Arvidson-Hicks

Meeting called to order at by Chair at 10:36am.

I. General

- a. Introduced new Academic Staff Members and Guests

II. Organizational Items:

a. Committee Appointments

- i. Fennessey reported. Call went out and there has been a great response for most committees, but do have some that need filling. Fennessey is still working on filling the seats.
- ii. Academic Staff Senate needs to have one Senator as a representative on the Personnel Compensation Committee. Fennessey will put out an email to fill this.
- iii. Fennessey noted that there has been discussion between the governing bodies about combining some committees. The Provost's office will be looking at this and making any needed changes. Fanning mentioned that the Academic and Non-Academic Misconduct Hearing Committees could be combined.

b. Fall meeting schedule

- i. The third Monday of each month, Noon-2pm. Fennessey will get a room set up. Dates will be September 20th, October 18th, November 15th, and December 20th.

c. Welcome lunch for new staff

- i. Fanning has asked for the list of the new staff. Fanning will also check with A'viands about providing lunch. Fennessey will work on setting a date.

d. Academic Staff Social

- i. This will be a topic for our September meeting. Fanning suggested doing it at Ace's to and seeing if the volleyball court would be available. Dianne Douglas also suggested games that break the ice.

e. Welcome Week

- i. Fennessey reported. Academic Staff Senate is on the Agenda. Academic Staff Development Grant recipients will be reviewed. Other things that may be mentioned would be: open meeting reminder, website as a resource, reminder that we are looking for input, Collective Bargaining, 2010-2011 agenda items.

f. 2010-2011 Agenda Items

i. New Academic Staff Orientation

- 1. Fanning discussed that this topic came up during our most recent Mentor Training. There has been discussion regarding a CETL type of program for Academic Staff.

ii. Supervisor Training

- 1. Diane Douglas mentioned that it would be nice to have some training for supervisors in terms of policies and procedures applying to the staff they supervise, classified in particular. Another suggestion was to have Professional Development courses that people on campus teach to each other.
- 2. Discussion regarding the need for technology training for all staff. Kreuser will contact Mary Schoeler about doing this. Fennessey will keep this on the agenda for our next meeting.

iii. Teaching loads for Academic Instructional staff (AIS)

1. Fennessey would like to keep this on the agenda. The policy regarding the load for AIS needs to be clarified.
- iv. Rolling/Multiple year appointments – memo to staff
 1. Fennessey reported. The UW-System is doing an audit of these types of positions. Our campus has not awarded these positions often in the past. Human Resources office is going to follow the UW-System policy regarding multiyear contracts. However, people do need to apply for these positions. Reinertsen mentioned that it would be nice to have this happen automatically for people instead of needing to apply, if they are in good standing within their position.
 2. Human Resources has said that they will not be giving rolling-term appointments or indefinite appointments.
 - a. Fanning suggested that we create a more formalized process for the indefinite appointments.
 3. Julianne Raymond suggested that Academic Staff Senate should provide a newsletter update on a regular basis, like that is done for the HR BUZZ.
- v. By-Law Amendment
 1. We need to discuss:
 - a. How we deal with tie votes. We've followed Roberts Rules of Order. We need to discuss this prior to the next vote and come to some sort of conclusion. Fanning suggested that we review the sub-committee structures and possibly formalize some of the sub-committees we have.
 - b. Ratio of Instructional Academic Staff to Non-Instructional Academic Staff on Senate.
 2. We will review and make a decision and make amendments to the By-Laws as needed.
- vi. Collective Bargaining/Unit Clarification
 1. Fennessey discussed that it is important that we as a Senate need to remain neutral in terms of for or against Unionization. Our role is more to help make sure people know where to find information about Collective Bargaining/Unit Clarification so that people can make informed decisions.
- vii. Satellite work hours
 1. Fennessey reported. This is being discussed within Human Resources. We will keep this on the agenda.
- viii. Sub-committee for Climate Survey
 1. Fanning will keep Senate posted about questions that are being discussed. Sue Rankin who wrote the survey will be coming to campus to talk with the committee.
- ix. Evaluations of Supervisors
 1. Diane Douglas asked what is done for evaluation of supervisors. Fanning discussed that some areas are using 360 degree evaluations.
 2. Fanning suggested that we ask Donna Dahlvang, our System Rep, to find out what other campuses are doing and what do their evaluations look like, etc.
- x. TAUWP
 1. Reinertsen brought up that TAUWP would like to see if Senate would like them to come and answer questions regarding Collective Bargaining. Fennessey suggested that if they do them, it would be a good idea to do it for all of campus and as a formal forum or panel where people could come and ask questions and get information.
- xi. Development Grant money
 1. Fennessey reported. Provost was wondering if Senate would be willing/interested in earmarking some of the funds to go towards grants for going towards people visiting the Wisconsin in Scotland program.

- xii. Role of Human Resources
 - 1. Bird suggested we invite Interim Chancellor and Interim Provost in and have a discussion regarding Human Resources in terms of our promotion/personnel committee. We keep running into some of the same issues.
- xiii. Perpetual Calendar
 - 1. Fanning asked Fennessey to get a perpetual calendar out to the Senators.

Kreuser motioned to adjourn meeting. Fanning second. Meeting adjourned at 12:03pm.

Respectfully submitted,
Jen Bird, Secretary