

## ACADEMIC STAFF SENATE MEETING *MINUTES*

December 14, 2011

**MEMBERS PRESENT:** Ryan Kreuser (Chair), Jen Bird (Secretary), Ray Reinertsen, Lynne Williams, Scott Smith, Angie Hugdahl, Jenice Meyer, Tom Tu

**MEMBERS ABSENT:** Sue Holm

**GUESTS:** Faith Hensrud, Renee Wachter, Haji Dokhanchi, John McCormick, Katherine Segrue

Meeting called to order at by Chair at 11:08am.

### I. Chancellor's Report

#### a. Wachter reported.

- i. Budget update. Hoping Kevin Reilly would be able to talk with Mike Huebsch prior to the Regents meeting to negotiate the cuts. There will not be any changes or movement as of right now. Three proposals will be sent forward to DOA (\$65M the original amount, \$18.3M a lower end amount, \$38M which is a compromise). It is in DOA's hands right now and it will then go to Joint Finance. Strategy now is a Legislative strategy to try to get them to see the disproportionate way the lapse is being applied currently. Smith asked when the drop dead date is for knowing the budget. Wachter stated that she is not sure, but anticipates sometime in January. Meyer asked what Academic Staff Senate can do to help if we are indeed asked to lapse the additional amount (approximately \$300,000). Wachter recommended to share ideas you have. Hensrud mentioned that we are trying to minimize impact, but there has been an impact on staff particularly academic staff (instructional). Meyer asked if it looks like we may need to cut programs if the additional lapse occurs. Wachter noted that this is a one-time thing so we don't want to go overboard and cut unnecessarily. Instead we are looking holistically and sustainability wise, taking this into consideration, what is our best move. Hensrud noted that we are going to be trying not to cut programs for the immediate future, but we will need to review programs for future years.
- ii. Regent Mark Tyler is our Regent Buddy. He was here this week and visited with various areas on campus that shows the work we are doing here across the board (academics, research, liberal arts, etc.). He was impressed with what is happening on our campus. Smith recommended sharing with him our "UW-Superior in the News" pieces that go out.

### II. Provost's Report

#### a. Hensrud reported.

- i. CIPT update. Meeting on Monday, continuing to work on first draft of self study. HLC is continuing to change the criteria so adjustments are being made. Laura Jacobs is gathering evidence so you may be contacted. Priorities (discussed at open forums) were forwarded to Executive Budget Council, and were discussed. Recommendations from committee were then forwarded to the Chancellor for review/decisions. Classified staff is not represented on our Executive Budget Council, but we are working to include a representative. Review of budget for academic affairs is taking place. HLC liaison will be visiting campus January 13<sup>th</sup> to see where we are at and give feedback.
- ii. Personnel structure revision update. Forums were held on campus, then a follow up survey was sent to all faculty and staff. Some things not related to the restructure were submitted. These were important and possibly changeable and are being reviewed.
- iii. Salary range changes update. Salary range changes did pass for academic staff at the minimum of the salary range. It is a 2% salary increase that will go into affect as of January 1<sup>st</sup>. Kreuser asked: Will program revenue areas be able to keep cost savings from the change to benefits/insurance, which in turn could be used to help offset the 2% increase for the salary range change? Hensrud will find out the answer to that question.

- iv. Title III Grant proposal. It is an institutional change grant (\$300,000-\$500,000 per year over 5 years). We are focusing overall on retention, but more specifically on our High Impact Liberal Arts Practices as well as Advising. We are finding a gap between sophomore to junior year in terms of retention. We have an outside grant writer, Bill Campbell. He is retired from UW-River Falls and has extensive grant writing and Title III grant experience. We have about a 28% chance of getting the grant. If not funded at first we may be able to in subsequent years with better odds. We are qualified in terms of the requirements for institutions to apply. We are in an idea forming stage at this point. For the grant you can lay out your ideas, but as the implementation takes place there is the ability to change how that happens based on how the process is going.
- v. Kreuser asked if there is anyone the Academic Staff Senate should be discussing/asking in terms of the Board of Regents. Hensrud suggested talking with the planning committees working on the event.

### III. Faculty Chair's Report

### IV. Old Business

- a. Discussion and Approval of November 9<sup>th</sup> meeting minutes (action item)
  - i. Tu motion to approve. Hugdahl second. Approved.
- b. Reports
  - i. Legislative
    - 1. Williams reported. WiscNet – there is some question regarding our relationship with this arrangement. System has asked us to do an audit of this arrangement. There has been a request for an extension to get off WiscNet. Audit will take place in the near future and then a decision will be made.
    - 2. Rehired annuitants – UW makes up for 12% of the population doing this. UW System is asking legislation to consider that there are specific reasons for why this happens that would be legitimate to be considered okay.
    - 3. Starting 2013 – every congressional area will have someone from the area on the Board of Regents.
    - 4. Funding for active duty students (bill) – there is a lot of paperwork being done with this so there is a memorandum of understanding being forwarded to Federal Government to help resolve the issues with how this works.
    - 5. Voter ID – Kreuser discussed that Gail Archambault took the lead in getting this done on our campus. He also mentioned that this bill is being challenged in court.
  - ii. PCC
    - 1. Kreuser reported. Wendy Kropid was appointed as our campus representative for the UW System committee working on the new personnel rules. We should keep in touch with her regarding any feedback or suggestions we have as Academic Staff.
  - iii. AS Reps
    - 1. Williams reported. Academic Staff reps are being copied on all the meeting minutes for the new personnel structure. Jason Beier – HR Director at System discussed the themes that came out through his meetings regarding personnel structure:
      - a. Compensation plans
      - b. Benefits protected
      - c. Job titles outdated
      - d. Performance appraisals
      - e. Career Progression
      - f. Recruitment process –needs to be reviewed
      - g. Classified transfers – revisions
      - h. Division of the classes
      - i. Grievance process across employment types

2. President Reilly said that those on 9 month plans will not have lump sum come out of May check. It will also be considered that payment may be able to happen over 12 months for a 9 month contract.
  3. Accountability Report – System schools do this. It is used for legislators and Regents. Legislators are asking for an additional accountability report. They are asking for additional information is not being reported at this time. They would like a yearly report that is comparable across institutions. This additional report will be put together in June/July. Williams recommended that Academic Staff Senate look at the report and provide feedback.
- iv. CIPT
    1. See Provost's report.
  - v. Chair
  - vi. Kreuser reported. Met with Mark Tyler (Regent) as part of Senate. He seemed to have a better understanding of a lot about what we. He talked a lot about how Universities need to reach out to local businesses/employers and see what they really want/need instead of assuming. He seemed to listen to us about our concerns, as well as what we were trying to explain about our institution.
- c. Newsletter
1. Smith and Williams reported. Williams contacted IT regarding the issues we are facing regarding the newsletter. Williams gave Mike Twining a mock up of an idea for making this happen. UW-Stout launched a newsletter this year and has met rave review.
- d. Staff Development
- i. Kreuser reported.
    1. Kreuser and Tu met to discuss various things we are working on (staff orientation, mentoring, etc.)
    2. Also discussed how to promote the speaker coming to campus January 13<sup>th</sup>. Email, digest, possibly via mail, and Outlook calendar request. Kreuser will send out an Outlook request and the email. Tu volunteered to take the pre-registration emails. Bird will do an event on the website and put the full bio of our speaker on there as well.
    3. Meyer spoke with Continuing Education about the certificate. They will offer it to us for \$1500/each of the sessions. This would be open to anyone we wanted. If we did all three it would be \$4500. Conflict Resolution for Managers. They handle everything like registration. If we paid per head, we would probably pay more. Doing specifically for us would also allow them to focus on our specific needs. Decision will need to be made later when we get to grants. Williams asked if we could approach Faculty Senate about partnering. Meyer will ask Steve Rosenberg about it.
- e. By Laws
- i. Kreuser reported. By-Laws are up for vote. Voting closes next Tuesday at 4:30pm. Please encourage people to vote.
- f. AS Senate goals
- i. Kreuser will send out our goals and we can talk about it at our next meeting.
- g. Flexibilities policy update
- i. Kreuser reported. The document is still with HR. It is something that needs to be followed up on. This suggestion has been discussed as part of budget saving ideas.

## V. New Business

- a. Budget Lapse (ideas for the Chancellor)
  - i. Kreuser asked that we forward our ideas or things we have heard of to him as soon as possible. Reinertsen passed out feedback he received from people.

- b. Retention Committee Statement
  - i. Kreuser recommended that the statement say:
    - 1. “Student enrollment is the responsibility of every employee...” (instead of: every faculty and staff person)
    - 2. Reinertsen motioned to endorse with the suggested change. Williams second. Approved.
- c. Alma Mater resolution
  - i. Tabled.
- d. AFT Union Representative
  - i. Dokhanchi discussed that the union is still present on our campus. We are not a collective bargaining unit since that has gone away. It is representative of faculty and academic staff. We are AFT-Wisconsin 3535. A plan for progress was created (handed out at meeting). Issues discussed in document are things that we can still try to work on eliminating the concerns on our campus. Please forward thoughts, ideas, feedback, etc. to Dokhanchi (Reminder: do not use UW-Superior email for personal recommendations). We are looking for a quality workplace for all of us. Meetings are open and you are welcome to come.
  - ii. McCormick discussed that many of the faculty and academic staff concerns overlap and that is why especially now with a combined unit, that we put a plan together that addresses both. The document handed out is a starting point and is open for suggestions.
  - iii. Meyer asked, “Now that collective bargaining is not an option, what are other campuses doing with their unions?” Dokhanchi discussed that many are doing what we (our union) are doing, meaning we are organizing and figure out what is going on, what issues are coming up and what can we do. We need to get involved in the financial aspect as well (money coming in and going out).
  - iv. Dokhanchi discussed that the union is trying to have their own independent singular unit (faculty and academic staff). It would be a local independent chapter.
- e. Next semester’s meeting schedule
  - i. Kreuser asked if we could meet over break to start working on some of our topics. Kreuser will schedule this meeting.
  - ii. Meetings will be Wednesdays from 11am-1pm. Bird and Kreuser will send out meeting requests.
- f. Other new business
  - i. None.

Bird motioned to adjourn meeting. Smith second. Meeting adjourned at 1:02pm.

Respectfully submitted,  
Jen Bird