

Academic Staff Senate Meeting

Monday, March 9, 2020 2:00pm-3:50pm

Present: Mike B., Katelyn B., Emily R., Zach O., Taylor W., Rob W., Kristen J.

Absent: Angie K., Jon D.

Guests: Cory Kempf, Renee Wachter

Call to Order: 2:00pm

Revision to Agenda: None

Approval of Minutes: (Katelyn/Taylor)

Revision to Minutes: None

Report from the Chancellor

- Coronavirus Updates
 - Pandemic Emergency INFLUENZA Plan: we are currently at level B – basic awareness and planning so we can continue to serve students and employees. Biggest issue is what to do with classes if we need to move those to online. Meetings are being held with the leadership groups to discuss these options and make a plan to see how services can be moved online and what services are essential versus non-essential. There is a plan in place for how to do the best we can with the circumstances. Tutorials to help faculty, capacity of Canvas to handle that many classes/content. Travel regulation is changing daily. This could include vendors who might be coming in to give presentations, etc.
 - HR is working on a plan for people who have sick family members, what to do if people are feeling unsafe and what to be home. Exceptions might be made at some point in time, but for now all policies will remain in place the way they are. FMLA and worker's compensation also could play into this.
 - Meetings are being held at least bi-weekly and more often, if needed
- The Board of Regents meeting is coming up in April; Harry will be presenting about mental health issues, biennial budget is being worked on, presidential search is underway. Working on how others can participate in that search; Ray is on board until the new president is hired. A new person could potentially be starting July 1.

Human Resources Update (Cory Kempf)

- Title and Total Compensation
 - UW System HR has locked the standard job description library so only one person can go in and back edits/updates to finish up any needed changes. IAS is not 100% figured out yet, but the library should not be changing. Heating plant titles were added, but there were not any other major title changes made recently. By the end of the month, Cory will be having ongoing sessions to learn more about the meetings with employer/manager to discuss the job titles, then starting April 1 we would start the employer/manager/HR liaison meetings through mid-May. The appeals process would start May 1, but they will be extended out a month from when their mapping meeting is completed. Goal date is July 1 for the new titles to be effective. If you and your supervisor agree on your title, you do not need to have the manager/employee meeting. That just needs to go into a written document and put onto file with HR. No new updates on the progression piece of the project. Discussion about how someone could potentially get mapped into the progression sequence. In April they will start talking about the progression and compensation piece of the project. IAS will not have maximum pay grades. Thursday 12:15-1pm there will be an IAS virtual town hall meeting to give feedback.
- Update to the telecommuting process in a pandemic situation (even though it may not be approved in "normal" work situations). HR will be sending along the documentation to the group to give feedback as to how that would impact academic staff. Direction needs to be set in place to ensure the work is still getting done – being flexible without breaking policy.

Update from the Provost (Maria Cuzzo)

- IAS TTC Teaching Faculty Titles
 - Same process will be used to put forward the teaching faculty titles as it was for the previous push for IAS titles. Maria will put out a charge request to the senates, hopefully this week, to support the full range of titles. It was brought up to take IAS out of scope – this will be decided by the end of the week.
 - Motion to approve the inclusion of teaching faculty I, II, III, and IV to the TTC process for Instructional Academic Staff. (Kristen/Taylor)

Chair's Report (Mike)

- No updates

UW System Rep (Rob)

- No updates

Old Business

- Academic Staff Professional Development Day
 - Memo will be emailed out to the academic staff; Breakfast, two speakers, lunch with speaker, bowling in the afternoon
 - Call for grants will go out this week
- Academic Staff Social Follow-up
- Election
 - Second reminder has been sent out

New Business

- Strategic One-Time Funding Requests
 - Review of proposals for feedback and recommendations.
- Secretary Stipend Request
 - The chair and the system reps both currently get stipends (\$1,500 for the chair, \$1,000 for the system rep). All three positions used to be paid, but when they were cut and then reinstated, the secretary was no longer included.
- Volunteer opportunities for the senate
- Format of the senate meetings (monthly vs twice a month)

Adjourned: 3:35pm (Katelyn/Rob)

Next Meeting: Monday, April 13, 2020; 2:00-3:50pm

Motions/Votes Passed:

- Motion to approve the inclusion of teaching faculty I, II, III, IV to the TTC process for Instructional Academic Staff. (Kristen/Taylor)

Notes submitted by Kristen