

Minutes

Academic Staff Council Full Meeting
Thursday, May 22, 2014
2:00PM to 3:00PM
126 Wing

1. Call to Order: Patrick Barlow called the meeting to order at 2:00PM.
Present: Patrick Barlow, Florence Aliesch, Tracy Noyes, Pat Markos, Cheryl Brye, Drea Higgins, Chris Stindt, Jenna O'Brien, Jason Bertrand, Sheila Wirkus, Richard Sims
Absent: Sara Tienhaara: family leave
2. Approval of Minutes for May 13, 2014: Florence Aliesch moved to approve the minutes of May 13, 2014. Seconded by Pat Markos. All in favor.
3. Appointment of Chris Stindt to replace Cari Mathwig Ramseier: The council held a vote by e-mail to appoint Chris Stindt as Cari Mathwig Ramseier's replacement (2016 Administrative). Sheila Wirkus made a motion to approve his appointment. Pat Markos seconded. Council voted in favor of his appointment. Chris works in Career Services.
4. Election of New Officers: Patrick Barlow described the process and explained the roles. The council voted "all in favor" to elect the following members to office:
 - Co-chairs: Drea Higgins and Jason Bertrand
 - Vice Chairperson: Pat Markos
 - Secretary: Sheila Wirkus
 - UW System Academic Staff Representative (nominated by council chair; approved by academic staff council): Florence Aliesch
 - One AT-Large Member (nominated by chair; approved by council): Tracy Noyes
5. Meeting Time discussion, plan for summer meetings: Next meeting might be in July; perhaps June if issues arise. Drea Higgins suggested a summer doodle and a fall doodle.
6. Professional Development Grant Update-Drea Higgins: Richard Sims will work on the PD committee.
7. Adjournment: Meeting adjourned at 3:00PM.
Next Full Council Meeting: TBD

Minutes

Academic Staff Council Full Meeting
Tuesday, May 13, 2014
2:30PM to 4:00PM
326 Cartwright

1. Call to Order: Patrick Barlow called the meeting to order at 2:35PM.
Present: Patrick Barlow, Scott Stine, Pat Markos, Sara Tienhaara, Florence Aliesch, Cari Mathwig Ramseier, Aaron Koepke, Sheila Wirkus, Jason Bertrand, Joshua Rybaski, Drea Higgins, Cheryl Brye, Tracy Noyes, Jenna O'Brien, Richard Sims
Guest: Bob Hetzel

2. Approval of Minutes for April 8, 2014: Joshua Rybaski moved to approve the minutes of April 8, 2014. Seconded by Sheila Wirkus. All in favor.

3. 2:30 Bob Hetzel – Fall salary pay equity plan:

- July there will be a 1% salary increase for all state employees as part of the legislature approved pay plan.
- At UWL, there will be an additional 1%, one time, lump sum increase this fall paid by UW-L for those NIAS who are below 100% of their comparison salary.
- There is a discussion that there might be a 1-1/2 % salary increase for all UW staff on 7/1/2015 but it is not for certain at this time.
- UPS was approved by JOCER. HR will be working on changes this year and it will be implemented July 2015.
- Bob thanked the ASC for its good work this year.

Aaron Koepke made a motion to approve the Pay Equity Plan presented by Dr. Hetzel. Seconded by Pat Markos. All in favor. Motion passed.

4. Welcome to new council members

a. Recognize new council members: Patrick Barlow welcomed the new members.

New members introduced themselves and stated their backgrounds and positions.

b. Discuss the roles of council members: Patrick Barlow listed each officer position.

c. Leadership transition: Discussed the role of the ASC and who the council represents. Opened the floor for questions.

d. Discussed meeting times: A Doodle Poll will be used to find out the best time for members to meet. Patrick will start the next meeting.

5. Excellence Award Update - Cari Mathwig Ramseier: There are 3 nominees. Announcement will be deferred. Winner is looking at materials.

6. Old Business

a. Panel Search Update - Aaron Koepke:

- Aaron gave new members the background of the Panel Search issues and noted the concerns of the ASC.
- Discussed Panel Search problems
- Florence Aliesch suggested reviewing the process with new members
- Patrick Barlow asked new members to continue working on this issue

b. Career Progression Ideas: New members were told about the work of the Title Review Committee on Career Progression issues. Discussed the various problems, such as lack of information.

7. New Business

a. UPS update: UPS has been approved by JOCER and will be implemented in July 2015. The ASC will need to stay in touch with HR to be aware of its implementation and impact on staff.

b. By Laws Secretary position language – Josh Rybaski. An email from Will Harmon was submitted that outlines the new language in the By Laws describing the Secretary position. Scott Stine made a motion to approve the new language.

Seconded by Aaron Koepke. Language was approved and will become part of the Bylaws.

c. JPB update – Aaron Koepke: UW-L might be using reserves to renovate Wittich Hall. The gymnastics practice facility might be built in the parking lot area used by the Newman Center.

d. Madison Rep update- Josh Rybaski

8. Adjournment: Meeting was adjourned at 4:10PM

Next Full Council Meeting: TBD

MINUTES

Academic Staff Council Full Council Meeting

Tuesday, April 8, 2014

2:30PM to 4:00PM

126 Wing Technology

1. Call to Order: Patrick Barlow called the meeting to order at 2:36PM.

Present: Patrick Barlow, Cari Mathhwig Ramseier, Sara Tienhaara, Florence Aliesch, Jason Bertrand, Pat Markos, Aaron Koepke, Scott Stine, Joshua Rybaski, and Drea Higgins.

Absent: Sheila Wirkus

2. Approval of Minutes for March 11, 2014: Florence Aliesch made a motion to approve the minutes of March 11, 2014. All in favor.

3. Academic Staff Council Spring Elections: ASC has received many slips for candidates. None of the incumbents are running. Patrick is waiting for the official count from Qualtrics.

4. Excellence Award Nominations: Cari Mathwig Ramseier said that several nominations were received by 3/31/14. It is a 2-step process. Nominees need to submit supporting documents. April 18th is the deadline to complete the process. PD Committee will be sending out a reminder to complete the process.

5. Committee Reports

1. Title Review Committee charge: Patrick Barlow presented the following charge to the Title Committee:

- Communication with staff about the process, evidence needed to support their applications, and awareness in general of progression.
- Communication with supervisors on same issues as above especially notification of staff.
- Any ideas for how to facilitate the work of the review committee to make it more efficient for you.

Pat Markos, council representative, said that there were several discussion points from the recent Title Review committee meeting in which they discussed this charge. The committee came up with two sub-committee work groups: one for revising the Distinguished title and one for clarifying Career Progression guidelines. The following are some ideas presented for Career Progression.

- Tutorial for staff due to the diversity among the positions. Documents are confusing. Need clearer guidelines
- Update HR website for Career Progression. Last revised in 1992.
- There should be samples of Progression files available
- Revise and update the HR Progression Presentations

The Title Review committee is getting feedback from members about where they would like to work. Scott Stine explained his experience with title change. The ASC needs to keep pursuing and working on this issue.

6. Old Business

1. Educational Benefits Policy: Scott Stine explained the Educational Benefits Policy statement in which the ad hoc educational benefits committee requests that the “funding for UWSA policy for Educational Assistance for Faculty and Staff (G25) at UW La Crosse be reinstated.” Patrick Barlow made a motion to support the policy. Aaron Koepke moved to vote in favor of the policy. Jason Bertrand seconded the move. Council voted to support the policy. Policy will be sent to Chancellor Gow.
2. Panel Search Discussion: Patrick Barlow will draft an e-mail to Chancellor Gow asking why the concerns about Panel Searches have not been addressed. Aaron Koepke will speak to Nizam Arain
3. Career Progression Discussion: See Item 5

7. New Business

“Nobacco”:

- Discussed new version of Nobacco Policy
- Student Government is editing the policy. Did not have a majority vote on the revisions
- There will be open forums tonight and 2 on Monday
- ASC reviewed the “Nobacco” map showing tobacco-free areas and areas it is permitted
- If referendum is passed there will be an Implementation Committee.
- ASC looked at the language of the policy. Joshua Rybaski moved to approve the revised Nobacco policy; Pat Markos seconded. ASC voted to approve the policy. One abstention.

Secretary Position:

ASC should add appointment duties to the position or create a new position—VP of Committee Membership. Bylaws should draft the wording and discuss at next full meeting.

Kick-Off: Scheduled for September 15, 2014

8. Adjournment: Meeting adjourned at 4:00PM

Next Full Council Meeting: Tuesday May 13, 2014
2:30PM to 4:00PM
326CC

MINUTES

Academic Staff Council Executive Meeting
Tuesday, April 1, 2014
2:30PM to 4:00PM
161 Wing Technology

1. Call to Order: Patrick Barlow called the meeting to order at 2:40PM.

Present: Patrick Barlow, Scott Stine, Florence Aliesch, Joshua Rybaski (late)

Absent: Aaron Koepke

2. Approval of Minutes March 4, 2014: Patrick Barlow made a motion to approve the minutes from March 14, 2014. Scott Stine moved to approve the motion. Seconded by Florence Aliesch.

3. Academic Staff Council Spring Elections:

- The nominations were closed on Friday, March 28, 2014
- Election ballots were e-mailed on Monday March 31, 2014. Election process will close Monday, April 7, 2014, at 5PM. Patrick Barlow gave the names of the candidates. Explained some of the changes and corrections to the ballot.

4. Excellence Award Nominations:

- Nominations closed on Friday March 28, 2014. There were 5 or 6 nominations.
- An automatic e-mail process was used for the nominees. They received an e-mail telling them that they had been nominated.
- April 19, 2014 is the deadline for returning the nomination materials

5. Committees: New searches

- Search for new Counseling & Testing position has started
- Cleary Center Data Specialist
- Senior Administrative Specialist – College of Business Dean's Office

6. Old Business

-Career Progression Discussion: Patrick Barlow will be giving a specific charge to the Title Review Committee to work on the issues of Career Progression. This charge should be discussed at the next full council meeting. He also attended a Joint Minority Affairs Committee meeting and shared with them some points and issues about Career Progression. Karolyn Bald is working on a packet for new employees.

-Panel Search Discussion: At the next full council meeting it should be decided as to whether Chancellor Gow should attend the May meeting to discuss the Panel Search concerns and why they have not been addressed.

-Educational Benefits Policy: The Ad Hoc Committee met last Monday and decided that the Tuition Reimbursement Policy will need to be made a system-wide issue in order to be accomplished. They want the current policy to be funded. If the policy is funded, requests for use of the Tuition Reimbursement should go to the Provost's office. The issue of Tuition Reimbursement should be placed on the agenda for the next full council meeting.

7. New Business

-Nobacco Discussion: Issue will be discussed at the next full council meeting. The ASC will look at the policy and hold a vote. The revised policy is located on the Wellness Resource Center website.

-Staff Fall Kick-Off Event: The event will be held on September 15, 2014. We will ask the Foundation if they are willing to pay for the cost of refreshments.

-Secretary Position Description: The secretary should assist with the Committee list. The issue will be discussed at the next full council meeting.

8. Adjournment: Meeting was adjourned at 3:50PM.

Next Executive Council Meeting: Tuesday May 6, 2014

2:30PM to 4:00PM

Location: 115 Graff Mail Hall

MINUTES

Academic Staff Council Full Council Meeting

Tuesday, March 11, 2014

2:30PM to 4:00PM

126 Wing Technology

1. Call to Order: Patrick Barlow called the meeting to order at 2:38PM.

Present: Patrick Barlow, Scott Stine, Florence Aliesch, Pat Markos, Cari Mathwig Ramseier, Joshua Rybaski, Sheila Wirkus, Jason Bertrand

Absent: Aaron Koepke, Andrea Higgins

Guest: Guy Herling

2. Approval of Minutes for February 11, 2014: Joshua Rybaski moved to approve February 11, 2014 minutes with one correction. Council had voted to approve the change in composition of the council: Colleges (2), Administrative (2), SDAS (2), and At large (5). M/S/P. One abstention.

3. Professional Development Grants: During the second round of the February 1 extended period for accepting PD grant proposals, there were 10,000 dollars worth of requests. Five

requests were granted. Patrick Barlow made a motion to approve the Professional Development Grants for the second round. Motion approved by Florence Aliesch; seconded by Joshua Rybaski. All in favor.

4. Academic Staff Council Spring Elections: Four vacancies are open for council elections.

Scott Stine made a motion to give Jason Bertrand one more year on the council (2015)

5. Excellence Award Nominations: There have been 4 nominations. Deadline is March 28th.

6. Career Progression: Guy Herling from the Title Committee spoke about Career Progression. He gave the Council two handouts: 1. Career Progression – Information on requirements and salary increase guidelines 2. Academic Staff: Category A Career Progression. Career Progression – Review Application Procedures. Positions and personnel files are very different. There is much diversity among the positions. Employees need to be better informed about what they need to submit, how they need to submit it, and when they should apply for Career Progression. There is a lack of information about career progression compared to IAS. Supervisors should be clearer about how to put materials together. Patrick Barlow suggested that a brief charge be made to the Title Committee to facilitate the career progression process. Joshua Rybaski and Florence Aliesch will work on a welcoming committee for new academic staff employees

7. Committee Reports: None

8. Old Business: None

9. New Business: Joshua Rybaski reported that on April 11, 2014, Green Bay is having a conference on Shared Governance and a panel discussion on the structure of governing bodies. Jason Bertrand spoke about “Nobacco.” Students will amend the policy and will be holding forums in April.

10. Adjournment: Patrick Barlow made a motion to adjourn the meeting at 3:55PM. Motion approved by Scott Stine.

Next Full Council Meeting: Tuesday April 8, 2014
2:30PM to 4:00PM
126 Wing Technology

MINUTES

Academic Staff Council Executive Meeting
Tuesday, March 4, 2014
2:30PM to 4:00PM
2200 Centennial Hall

1. Call to Order:

Present: Patrick Barlow, Scott Stine, Florence Aliesch, Aaron Koepke (late)

Absent: Joshua Rybaski

2. Approval of Minutes for February 4, 2014: Florence Aliesch made a motion to approve the February 4, 2014 minutes. Seconded by Scott Stine.

3. Professional Development: February 28th was the extended deadline for the second call for PD Grant Proposals. Six additional proposals were submitted. They are being reviewed by the PD committee.

4. Academic Staff Council Spring Elections

- A. Council Composition: Will Harmon forwarded the recommendation on the Council composition that was decided by the Bylaws Committee: Colleges (2), Administrative (2), SDAS (2), and At large (5). ASC needs to get the nomination process started by the end of the month. The language in the Bylaws needs to be changed.

5. Excellence Award Nominations: Patrick Barlow sent out the request for nominations today, March 4, 2014. Deadline for the submission of nominations is **March 28, 2014**.

Materials from the nominees need to be submitted by **April 19, 2014**. Mo Mc Alpine was not selected for the System Excellence Award.

6. Committees: No discussion.

7. Old Business:

- A meeting was not held for Educational Benefits Policy
- The Faculty Senate voted for Option 2 of the FY 2015 Salary Equity Option

8. New Business:

A. Career Progression: ASC should review materials needed for Career Progression. The Title Review Committee will be invited to the next full council meeting. Discussed:

- Whose role is it to inform employees that they are eligible for Career Progression
- ASC is an informational source only
- We should make better use of the HR Portol
- The ASC could develop a packet for new employees

9. Adjournment: Scott Stine made a motion to adjourn the meeting at 3:47PM. Seconded by Aaron Koepke.

Next Executive Council Meeting: Tuesday April 1, 2014

2:30PM to 4:00PM

Location: TBD

MINUTES

Academic Staff Full Council Meeting

Tuesday, February 11, 2014

2:30PM to 4:00PM

126 Wing Technology

1. Call to Order: Patrick Barlow called the meeting to order at 2:35PM.

Present: Florence Aliesch, Patrick Barlow, Andrea Higgins, Aaron Koepke, Cari Mathwig Ramseier, Scott Stine, Joshua Rybaski (late)

Absent: Jason Bertrand, Pat Markos, Sara Tienhaara, Sheila Wirkus

2. Approval of Minutes for January 14, 2014: Aaron Koepke made a motion to approve the minutes of January 14, 2014. Seconded by Florence Aliesch.
3. Guest: UW-L Foundation President Mary Ann Gerrard
 - Spoke about plans and initiatives
 - Mary Gerrard asked the Council for ideas about what they would like the Foundation to accomplish
4. Panel Search Process: Patrick Barlow will send a final letter to Chancellor Gow within the next few weeks that lists the concerns about using Panels Searches and lists the recommendations for addressing those concerns.
5. Salary Equity: Patrick Barlow discussed his conversation with Bob Hetzel about the FY 2015 Salary Equity options, 1 and 2. Scott Stine made a motion to approve Option 2: 1% Base for Employees, <100% CUPA + 50K Equity Pool, which includes FY14 New Hires. All were in favor. The motion was approved unanimously. Patrick Barlow will revise the "Statement on 2015 Fiscal Year Salary Equity Plan" and send it to the administration.
6. Professional Development Update – Cari Mathwig Ramseier: The PD committee is still in the process of deciding on one of the applicants. Four have been approved. If the decision is in the negative, there will be a new call for proposals to be submitted by the end of the month. Spoke about Grant allocations. Money in the budget must be used by June 30, 2014. Patrick Barlow made a motion to approve the extended call for proposals. Scott Stine approved the motion. Seconded by Aaron Koepke.
7. UWL Excellence Award – Nomination Process: Cari Mathwig Ramseier will ask the PD committee to look into the form used for the nomination process.
8. By-Laws Committee Recommendation on Council Composition: The Bylaws committee recommends the following change in the structure of the Council:
Colleges: 2; Administrative: 2; SDAS: 2; At Large: 5
9. ASC Spring Elections: Patrick Barlow said that the structure and representation of the Council may need to change. Discussed whether the change should take place now for the upcoming elections or in 2015. Solicitation should start in February. **CORRECTION** Council voted to approve the change in composition of the council: Colleges (2), Administrative (2), SDAS (2), and At large (5). The change in structure will take effect for the 2014 upcoming elections.
10. Old Business: None
11. New Business: None
 - A. Faculty Senate Ad Hoc Joint Committee on Academic Freedom: ASC will send out an email to NIAS to see if anyone is interested.
12. Adjournment: Meeting adjourned at 4:00PM.

Next Full Council Meeting:

Tuesday March 11, 2014

2:30PM to 4:00PM

126 Wing

MINUTES

Academic Staff Council Executive Meeting

Tuesday, February 4, 2014

2:30PM to 4:00PM

161 Wing Technology

1. Call to Order: Patrick Barlow called the meeting to order at 1:40PM
Present: Patrick Barlow, Aaron Koepke, Scott Stine, Florence Aliesch, Joshua Rybaski
2. Approval of Minutes for January 9, 2014: Aaron Koepke moved to approve the minutes for January 9, 2014. Seconded by Florence Aliesch. All in favor.
3. Panel Search Process: Patrick will send a Google Doc with a chart to the executive committee so they can input their recommendations. Recommendations will then go to Chancellor Gow. Florence Aliesch suggested that the recommendations be sent to the chancellor's cabinet and perhaps copy HR.
4. Salary Equity: Patrick emailed Bob Hetzel about the time line. The Council needs to provide Bob feedback about the dates presented. May need a special meeting to meet Bob's March 1st deadline. Patrick spoke about the updates on the CUPA site.
5. Old Business: None
6. New Business:
 - A. Professional Development Grant Proposals due February 3, 2014: Five grant proposals have been submitted. Small Development Grants are available through the Foundation. The deadline is March 14th. ASC should send an email to NIAS about their availability.
 - B. System Excellence Award: Name has been put forward to the System.
 - C. Nominations for 2014 Excellence Award (UW-L campus): Remind Cari about Excellence award in mid-February. Patrick asked for ideas about how to recruit nominees. Josh said that at the system meeting it was mentioned that some schools ask departments for recommendations. Should be discussed at the full council meeting.
 - D. Spring elections for ASC: Membership of ASC and Composition: Patrick made a motion to take the issue of Council composition to the full meeting. There was a change in the bylaws that the Secretary should be involved in the committee selection process (March).
 - E. Regent Tim Higgins visit: Florence Aliesch spoke about meeting him at the regents meeting. Joshua Rybaski spoke about the regents meeting and the documentation received called, "How GPR & Tuition Allocations are Determined for UW Institutions."
 - F. Invite Mary Ann Gerrard to the next full meeting.
7. Adjournment: Florence Aliesch made a motion to adjourn the meeting at 4:00PM. All in favor.

Next Executive Council Meeting: Tuesday March 4, 2014; 2:30P, 2200 Centennial.

Minutes

Academic Staff Council Full Council Meeting

Tuesday, January 14, 2014

2:30PM to 4:00PM

257 Cartwright Center

1. Call to Order: Patrick Barlow called the meeting to order at 2:36.

ASC Members Present: Patrick Barlow, Aaron Koepke, Andrea Higgins, Jason Bertrand, Cari Mathwig Ramseier, Scott Stine, Sheila Wirkus, Florence Aliesch.
Rybaski

Members of the Salary & Personnel Committee present: Nancy Arens, Doug Salmon, and Heather Jett

Guest: Bob Hetzel

ASC Members Absent: Sara Tienhaara, Pat Markos, Joshua Rybaski

2. Approval of Minutes for December 10, 2013: Patrick Barlow made a motion to approve the minutes of December 10, 2013. Motion approved by Andrea Higgins; seconded by Jason Bertrand. Minutes approve. All in favor.

Patrick Barlow asked the committee to change the order of business to accommodate the visit of Bob Hetzel. The committee approved.

3. New Business: Bob Hetzel discussed Salary Equity.

- A. Bob passed out a Salary Equity Review drafted January 2014 for discussion purposes only. It presented a progress to date of Salary Equity funding beginning Fall 2013 (FY 2014). It showed how funds were allocated Fall 2013.
- B. The Salary Equity Review draft also presented the Salary Equity options for Fiscal Year 2015. He discussed Base Adjustments and 1 time lump sum.
- C. Explained the Market Adjustment for classified staff.
- D. Bob asked the Council and guests for questions and discussion.
- E. Patrick Barlow suggested that Joe Gow and Bob Hetzel attend the ASC meeting in February to discuss the Salary Equity options. Bob said that a decision about the options needs to be made March 1st.

4. Panel Search Process: Patrick Barlow explained the steps that the ASC committee has taken to address their concerns about the Panel Search process. For example, the letter to Chancellor Gow and the meeting that took place with Patrick and Aaron; meeting with Human Resources and Nizam Arain (Affirmative Action). He asked the S&P members if they had any questions. Issues and concerns discussed:

- Panel not being involved in choosing Tier 1 and Tier 2 candidates
 - Phone interview as an option
 - Responsibility of hiring supervisor
 - Getting information to the Panelists. A concern was expressed about the Panelists not having appropriate time to discuss the candidates before the first interview.
 - Criteria for using the Panel Search is needed.
 - A concrete policy needs to be created so that less steps are optional and not open for interpretation.
 - Patrick Barlow suggested that a Google Doc be created so that the Council and S&P can state their suggestions for changing the Panel Search process. The document should be ready at the next ASC executive meeting.
5. Professional Development Committee. Due to time constraints, meeting adjourned.
 6. Meeting with Regent Tim Higgins. Meeting adjourned.
 7. Old Business: Not discussion.
 8. Adjournment: Meeting adjourned at 4:05PM.

Next ASC Full Council Meeting
 Tuesday February 11, 2014
 2:30PM to 4:00PM
 126 Wing Technology

Minutes
 Academic Staff Council Executive Meeting
 Thursday, January 9, 2014
 3:00PM to 4:00PM
 161 Wing

1. Call to Order: Meeting was called to order at 3:05PM
 Present: Patrick Barlow, Aaron Koepke, Scott Stine, Florence Aliesch, and Joshua Rybaski
2. Approval of Minutes for December 3, 2013: Patrick Barlow made a motion to approve the minutes from December 3, 2013. Motion approved by Joshua Rybaski; seconded by Aaron Koepke. All in favor. There was one abstention.
3. Review of discussion about Panel Search Process with Human Resources: Patrick Barlow and Aaron Koepke delivered a letter to and met with Chancellor Gow stating the ASC position on Panel Searches. They will meet with Nizam Arain and Human Resources this week. The Chancellor may slow down the process. He wants the ASC to work with Human Resources in a productive manner to incorporate the ASC concerns over Panel Searches. Aaron Koepke described the meeting, telling the Chancellor that the ASC should have had input into the policy.

4. Old Business: Scott Stine gave updates of the Educational Benefits Policy meetings

5. New Business: Joshua Rybaski discussed the upcoming meeting with the Board of Regents on 1/31/14.

6. Adjournment: The meeting adjourned at 4:15PM.

Next Executive Council Meeting:

Tuesday February 4, 2014

2:30PM to 4:00PM

TBA

AGENDA

Academic Staff Council Full Meeting

Tuesday December 10, 2013

2:30PM to 4:00PM

126 Wing Technology

1. Call to Order: Patrick Barlow made a motion to call the meeting to order at 2:38 P.M.
Present: Patrick Barlow, Aaron Koepke, Scott Stine, Cari Mathwig Ramseier, Pat Markos, Florence Aliesch, Sara Tienhaara, Drea Higgins (late), Jason Bertrand (late),
Absent: Joshua Rybaski, Sheila Wirkus
2. Approval of Minutes from November 12, 2013 and November 26, 2013 Special Meeting:
Patrick Barlow made a motion to approve the minutes of November 12, 2013. Motion approved by Florence Aliesch. Minutes were approved with one abstention.
Scott Stine made a motion to approve the minutes of the November 26, 2013 Special Meeting. Motion approved by Aaron Koepke. Minutes were approved with one correction.
3. 2:35 Larry Sleznikow: Environmental Sustainability Committee Actions: Larry gave a background on the Environmental Sustainability Committee. He presented to the Council an update of the JCES. The update included written statements of the Mission and Vision of the UW-La Crosse Joint Committee on Environmental Sustainability. Larry discussed STARS (Sustainability Tracking, Assessment & Rating System) and participation in the program by the UW System Comprehensives. In his presentation, he also discussed that the JCES has met with the Provost's Council and Deans' Council to ask for a .5FTE academic sustainability coordinator and a .25 FTE sustainability assessment coordinator. Pat Markos made a motion to endorse the Mission and Vision put forth by the JCES. Cari Mathwig Ramseier seconded the motion. All in favor. Motion was carried. A question and answer session followed.
4. Professional Development: Cari Mathwig Ramseier to discuss Professional Development Grant Proposal Guideline changes: The Council looked at the Professional Development website, specifically section V. Selection Criteria. The Guidelines that were updated last year make the proposals much easier to review. Two areas are still unclear: Chaperoning

a trip and the request to get a Professional Credential. The PD Committee wants to update the following items: section VI – D – Proposing to remove; VII – C- Updating language; VIII – Non-Fundable Items- A – Focus should be to improve your job. Patrick Barlow stated that these changes need to be presented to Chancellor Gow for approval. Aaron Koepke made a motion to approve the changes by the PD committee and to send them to the chancellor. Council voted to approve the motion. All in favor. Motion passed.

5. Old Business

a. Review edits to Patrick Barlow's letter to the Chancellor regarding the Panel Search Process: Florence Aliesch made a motion to approve the amended letter to Chancellor Gow. The Council voted to approve the motion. All in favor. Motion passed.

6. New Business

a. UW System Academic Staff Reps meeting update – Drea Higgins

Items discussed at UW System meeting:

- Remedial education in the UW System
- Affordable Care Act – 20 percent of students underinsured
- Compensation Study
- Academic Staff Conferences – there may be a physical conference every other year.
- 9/12 Pay Calendar

7. 3:30 Nobacco Group-Revised Policy. Presentation and Feedback

Speakers: Jason Bertrand and Rachel Helgeson (student)

Presented "Campus Tobacco Policy Language" "UW-L Campus Tobacco Policy" The policy is set to be implemented on July 1, 2014. It operates in conjunction with UW System smoking policy UWS 18.08 (6)(11) Signage will be posted to inform campus members and visitors. Cessation information will be available for students, faculty, and staff.

- Jason talked about the historical background on policy changes
- The Work Rule Violation Policy has been deleted
- A map of the campus area was shown. The use of tobacco products will only be permitted on the exterior sidewalks surrounding campus grounds, including the interior of buildings and residence halls.
- There has been a \$4,000 dollar grant for tobacco replacement products
- Policy will be revised.
- A question and answer session followed

8. Adjournment: There will be no executive meeting in January. There might be a full council meeting. Patrick Barlow made a motion to adjourn the meeting at 4:05.

Next Full Council Meeting:

Tuesday January 14, 2014, if needed

2:30PM to 4:00PM

126 Wing Technology

Minutes

Academic Staff Council Executive Meeting
Tuesday December 3, 2013
2:30PM to 4:00PM
327 Graff Main Hall

1. Call to Order: Aaron Koepke, Scott Stine, Florence Aliesch, Joshua Rybaski Meeting commenced at 2:41P.M.
2. Approval of Minutes for November 5, 2013: Aaron Koepke made a motion to approve the minutes of November 5, 2013. Seconded by Florence Aliesch. All in favor.
3. Review of written response of the Panel Search Process that will be presented to Chancellor Gow. Executive members edited the written response composed by Patrick Barlow. Aaron Koepke will refine it and send it to Patrick. Patrick will present it at the December 10th Full Council meeting. Executive members not sure when it will be presented to Chancellor.
4. Reviewed agenda for the December 10, 2013 Full Council Meeting
 - a. 2:35 Larry Sleznikow will present on the Environmental Sustainability Committee actions
 - b. Cari Mathwig Ramseier will talk about changes to Professional Development Grant Proposal Guidelines
 - c. 3:30 Nobacco Group with Jason Bertrand will present revised plan
5. Old Business: Scott Stine discussed some aspects of the developing Educational Benefits Policy: He would like a response to this idea from the Board of Regents. Funds need to be available for this policy to take effect.
6. New Business: None
7. Adjournment: Meeting adjourned at 3:51P.M.

Next Executive Council Meeting:

Tuesday January 7, 2014, if needed
2:30PM to 4:00PM
161 Wing Technology

MINUTES

Special Academic Staff Council Full Meeting
Tuesday November 26, 2013
2:30PM to 3:30
31 Wing Technology

1. Call to Order: Patrick Barlow made a motion to call the meeting to order at 2:30 PM. All in favor.

Present - Patrick Barlow, Scott Stine, Joshua Rybaski, Florence Aliesch, Pat Markos, Cari Mathwig Ramseier, Sara Tienhaara
Absent – Aaron Koepke (ill), Sheilia Wirkus

2. Discussion of Panel Search Process: Patrick Barlow explained the discussion of the Panel Search process that was held at the November 12, 2013 Full Council meeting. Madeline Holzem, Joy Gutknecht, Nizam Arain, and Judith Albert attended that meeting. Patrick Barlow gave the members present a draft document to HR. Among the concerns he spoke to were:

- The ASC was not consulted before the Panel Process was used
- Referenced Chapter 36 University of Wisconsin System Statute 36.09 (3m) and the ASC responsibilities
- ASC proceeds on a timely basis to meet the call of HR and the Administration
- The Administrative Cabinet gave this a thumbs up
- HR does not know how often the Panel Process has been used
- Explained the S&S process
- Showed the Flow Chart for the Panel Process
- Seems to be an incomplete understanding of how panelists should be used
- Need to know more about eliminating candidates
- Interviewees should understand the process
- NIAS is the sole group being used
- Joshua Rybaski said that no other campus is using the Panel Process
- Scott Stine said that the process takes away diversity of viewpoints
- Too many Steps are optional Adjournment

Commented [AS1]: Correction

3. Adjournment: Meeting adjourned at 3:30.

Next Full Council Meeting:
Tuesday December 10, 2013
2:30PM to 4:00PM
126 Wing Technology

MINUTES
Academic Staff Council Full Meeting
Tuesday November 12, 2013
2:30PM to 4:00PM
126 Wing Technology

1. Call to Order

Present: Patrick Barlow, Aaron Koepke, Scott Stine, Cari Mathwig Ramseier, Florence Aliesch, Jason Bertrand, Andrea Higgins (late)
Absent: Pat Markos (off campus), Joshua Rybaski (off campus) Sara Tienhaara (ill), Sheila Wirkus (conflict)

Guests: Nizam Arain and Judith Albert (Affirmative Action)

2. Approval of Minutes from October 8, 2013: Patrick Barlow convened the meeting at 2:30. Aaron Koepke made a motion to approve the minutes of October 8, 2013. Seconded by Scott Stine. All in favor. Minutes approved as written.

3. 2:30 Madeline Holzem and Joy Gutknecht: Panel Searches for NIAS:

Patrick Barlow displayed the flow charts for Unclassified Staff Recruitment Process and the Search & Screen Panel Recruitment Process. Joy Gutknecht read the steps for the Pre-Posting Activities. The Pre-Posting phase for Panel Searches has a Supervisor and a subject matter expert. Supervisor meets with Affirmative Action Officer. Nizam Arain (AAO) wants to be involved in Step 1 of the Plan.

Step 2 of the Plan (Panel) is done by the Supervisor and the subject-matter expert. Joy said that the pre-posting activities are different in each process. Joy used a search in University Advancement as an example of how a subject-matter expert would be used. Joy said that HR needs to know if someone does not feel comfortable with the choices that are made for the Panel. Nizam emphasized her statement and referred to it as "power balances."

The next phase discussed was "Interviewing Activities." Joy read these each Step. The big difference is in Step 2 – Review of Applicants. Patrick Barlow asked about a check list of documents being kept. Joy said they will still be used.

Aaron Koepke asked about the vetting process for Panel Searches and how this process came to be used. Madeline Holzem said that there were complaints about the length of a Search & Screen process. Joy said that data on the length of time for a search has not been completed, but they will try to get some information to the ASC on that matter. Aaron also asked about the value of the Panel Search over the Search & Screen. Madeline said that one is not viewed as better than the other. They are options only. Panel Searches are used only for positions below the "director level." Nizam stated that he thinks that all the checks are still in place for the Panel Search process.

In Step 4 (Panel Search/Interviewing) the Panel has a role but they are not the only people used in this Step. This Step will include all who have an interest. All should have access to People Admin and should have the information needed to review the documents.

Joy and Madeline stated that if there are procedural questions, refer them to Tracy Simpson and Nizam Arain. Nizam stated that if you have questions about the integrity of the process, refer to him.

Aaron Koepke stated that the ASC should have known about the Panel Searches before they began. Madeline stated that they started as pilots but took off into being used more often. In conclusion, the Panel Search Process is not replacing the Search & Screen. The choice of using one over the other depends on the position being hired. Aaron stated that we should continue looking at the process. Nizam said it is still in the pilot phase. We need to look at measurable benefits and we need to look at diversity of the panel. Cari Mathwig Ramseier asked what percentages are being used for each. Joy said that they can get that information to the ASC.

4. 3:30 Provost Heidi Macpherson: AA Update and question and answer session

The Provost spoke mainly to three items and she wanted to speak about these issues in the context of the Higher Learning Commission (HLC) visit: Enrollment Management, Eagle Alert, and Institute for Campus Excellence (ICE). She talked about the major projects and documents being prepared for the HLC: Quality Initiative Proposal and Learning Assessment and Assurance.

- a. Enrollment Management. The retention rate at UW-L is 86 percent. There is a retention gap between white and minority students. The 4-year graduation rate is 32-36 percent. A company called "Hiebing" (sp?) is working with UWL about recruitment issues. UWL may be going into the India market. We might set up an agreement with a university in the Middle East. We have more room for international students. Regarding ROTC, we only have information from the Chancellor's emails. An officer training program for the National Guard may be an option. She suggested that Fred Pierce, Enrollment Manager, visit one of the ASC meetings.
- b. Eagle Alert: Program was formed to help with student success. The name of the program will be reviewed. There is an Eagle Alert survey. The report and data will be shared with the ASC.
- c. ICE center will open in the Spring or Summer 2014. We need space available for new faculty to use that is not student-focused.

5. Old Business: None

6. New Business**

- a. Professional Development Grant Criteria – Cari Mathwig Ramseier: The criteria for PD proposals are always evolving. They need to look at the issue of chaperoning and to decide if it is a part of professional development. The committee also needs to look at professional credentialing verses academic credentialing. They will look at documentation within the UW System to see if there are criteria for credentialing. Guidelines need to be more specific. They hope to have new guidelines set for the next cycle, which is Monday February 3, 2014.
- b. UW System Academic Staff Reps meeting update – Drea Higgins: Time did not permit.

7. Adjournment: In conclusion. Patrick Barlow announced that he would like the ASC to share their thoughts and questions with the executive committee regarding the Panel Search format so that there can be follow-up communication with administration. Scott Stine made a motion to adjourn the meeting at 4:15PM. Seconded by Patrick Barlow. All in favor.

**time permitting

Next Full Council Meeting:

Tuesday January 14, 2014 (of needed)

2:30PM to 4:00PM

126 Wing Technology

Minutes

Academic Staff Council Executive Meeting

Tuesday, November 5, 2013

2:30PM to 4:00PM

111 Graff Main Hall

1. Call to Order: Meeting convened at 2:35PM.

Present: Patrick Barlow, Aaron Koepke, Scott Stine, Joshua Rybaski, Florence Aliesch

2. Approval of minutes for October 1, 2013: Joshua Rybaski made a motion to approve the minutes from October 1, 2013. All in favor. Minutes approved.

3. Professional Development: We just finished the October 1, 2013 cycle. The next cycle deadline is February 3, 2014. Three proposals were submitted and 2 were approved. The third proposal was rejected based on criteria. Cari Mathwig Ramseier will talk about some issues concerning PD proposal criteria at one of the upcoming full council meetings.

4. Search & Screen Update: Patrick Barlow thanked Joshua Rybaski for his work on the formation of the Search & Screen Committee for the Assistant Vice Chancellor of Finance and Administration position. New searches are a Panel Search for a Content Manager and a Search & Screen Committee for a Director of Counseling. The search begins in January.

5. Educational Benefit Policy Update: Scott Stine discussed meeting with Bob Wilson and Anne Galbraith. They will start the Ad Hoc Committee for the Educational Benefit Policy soon. Chancellor Gow has given verbal support. Karen Terpstra will be the Faculty representative. Pat Markos will be the ASC representative. It is not definite if Doug Salmon will be on the committee. Scott Stine will email the members soon and set a date for the next meeting. Aaron Koepke suggested that the committee have an open forum after they have developed some policy. Patrick Barlow offered to facilitate requests if they need help.

6. Panel Searches for NIAS Staff: Questions for Madeline and Joy on November 12th.

Patrick Barlow explained the difference between a Panel Search and a Search & Screen Committee. It comprises a Panel Chair and a Supervisor with some expertise in the area. They do the advertising and position description. Panel Chair and Supervisor review and evaluate applications. A Search & Screen Committee is not formed. This process is only being used for academic staff positions at this time. The following concerns were noted: Using a Panel Search for Managerial Positions, Director Level Positions; the Academic Staff Council was not consulted about using Panel Searches; we need to know the structure of a Panel Search Process; Quality of Candidates. Florence Aliesch went to the HR website and accessed the Flow Chart for the Panel Search Process. The Council wants to develop 3 or 4 questions for Madeline Holzem and Joy Gutknecht to be asked at the next full council meeting. Examples of questions: Can you provide any documentation on the use of Panel Searches? How do you justify this? What is the value of Panel Searches versus the traditional Search & Screen? What were the motivating factors? Did they meet with Nizam Arain? Patrick Barlow asked Joshua Rybaski to find out if Panel Searches are being used on other campuses.

7. Questions for Provost Macpherson on her Academic Affairs Update on November 12
 - Brief us on proposals
 - Ask about Institute for Campus Excellence (ICE)
 - Eagle Alert
 - How is the Enrollment Manager position working out
8. Committees: Nothing at this time.
9. Old Business: Discussed HR memos regarding pay raises: Faculty will see raises on December 1, 2013, paycheck; DMC's are in progress.
10. New Business: Joshua Rybaski
 - The Web Committee is moving along. We will see more in January 2014.
 - There will be a phone conference with ASPRO on November 11th from 12:00 to 1:00. They are lobbying for academic needs.
 - Pay Calendar
 - Josh Rybaski could not attend the System meeting in October. Drea Higgins will give an update on the meeting at the next full council meeting.
11. Adjournment: Joshua Rybaski made a motion to adjourn the meeting. Seconded by Scott Stine. Meeting adjourned at 4:00 P.M. All in favor.

Next Executive Council Meeting:
Tuesday December 3, 2013
2:30PM to 4:00PM
327 Graff Main Hall

MINUTES

Academic Staff Council Full Meeting
Tuesday October 8, 2013
2:30PM to 4:00PM
126 Wing Technology

1. Call to Order: Patrick Barlow made a motion to call the meeting to order at 2:35 PM. All in favor.

Members present: Patrick Barlow, Joshua Rybaski, Scott Stine, Pat Markos, Andrea Higgins, Florence Aliesch, Jason Bertrand, Sara Tienhaara, Aaron Koepke (late)

Members absent: Cari Mathwig Remseier, Sheila Wirkus

2. Approval of Minutes from September 10, 2013: Florence Aliesch made a motion to approve the minutes with corrections. All in favor.

3. 2:45 Chancellor Gow:

- Discussed Salary Improvement Plan issues. According to Bob Hetzel, will go into effect November 1, 2013.

- Discussed UW System president search. Search should be completed by January 2014.
 - Patrick Barlow asked the chancellor about the future of Shared Governance. Chancellor said he needs more specifics from the legislators. He referred to language in Chapter 36. At this time he does not foresee any changes
 - Pat Markos asked the Chancellor about ROTC and the U.S. Army's plan to phase out the program. Chancellor said that legislators may write a letter asking to reconsider phasing out this program. He thinks it is an excellent program and is not too happy about seeing it phased out. Perhaps the plan can be extended so that current students can graduate and not have to transfer.
4. Career Progression: Patrick Barlow discussed the email about extending the deadline for those eligible employees who may apply for career progression. The deadline has been extended to October 18th so that they have time to submit materials. Some became aware of the original deadline late in the process, which may have been due to poor communication with supervisors. Patrick Barlow said that the ASC needs to advocate for better understanding of career progression and the deadlines of when to apply.

5. Old Business

- a. Tuition Benefit Update: Scott Stine announced that all the governance groups passed a motion to start an Ad Hoc committee. He sent out a note asking for suggestions about who should sit on this committee. Scott and Pat Markos will sit on this committee.
- b. Salary Improvement Plan: Plan will go into effect November 1, 2013.

6. New Business

- a. Shared Governance Vigilance: Patrick Barlow wants more information on the new search panel for academic staff. Scott Stine will look at past minutes to see if this plan was discussed.
- b. By-Laws Committee Update: Andrea Higgins reported on the By Laws committee meeting. By-laws committee was charged with reviewing the composition of the council and how that composition would best represent their constituencies. They reviewed the By-laws and concluded that the council has not always adhered to the composition as stated in the By-laws. Revisions may be needed. They contacted Joy Gutknecht to figure out how many individuals are represented in each of the areas and using this information, they will then decide if they need to reallocate membership numbers to the different areas (Colleges, AA, SDAS). They will study the need for reallocation and send their decision to the ASC for consideration.

They also discussed the possibility of creating a Committee of Committee Appointments

They explored adding appointment duties to the Secretary position, or to create a new position (VP of Committee Membership)

- c. Madison Staff Reps Meeting Update: Joshua Rybaski reported on the Madison Staff Reps meeting. Issues discussed:
 - Shared Governance
 - Search & Screen for the new UW System president. Candidates will be interviewed in November and December. May start position in January. A search firm is being used.
 - Budget issues will be reviewed at the Board of Regents meeting
 - Cash Balances
7. Adjournment: Meeting adjourned at 4:05 P.M.

Next Full Council Meeting: November 12, 2013
126 Wing 2:30 PM to 4:00PM

Minutes

Academic Staff Council Executive Meeting
Tuesday October 1, 2013
2:30PM to 4:00PM
2200 Centennial Hall

1. Call to Order: Meeting was called to order at 2:45PM
Present: Patrick Barlow, Florence Aliesch, Scott Stine, Joshua Rybaski
Absent: Aaron Koepke (attending meeting in Stevens Point)
2. Approval of minutes for September 3, 2013: Motion made by Scott Stine to approve minutes from September 3, 2013. All in favor. Minutes approved.
3. Salary Equity Adjustment: Patrick Barlow attended the last faculty senate meeting where they approved their plan for salary equity. Classified staff is moving through the Discretionary Merit Compensation process. Adjustment should go into effect November 1, 2013.
4. Professional Development: As of Monday September 30th, 2 proposals had been submitted: Nathan Barnhart and Barbara Martin Stanly.
5. Educational Benefit Policy: Policy is still pending. Bob Wilson, chair of CSC, needs to sign letter. Chancellor Gow needs to approve the committee. The ASC gave Scott Stine approval to contact the working groups so they can start moving forward with the policy development. Scott is concerned about the charges that will be given to the committee.
6. Committees:
 - We will have a 2nd call for committee members
 - Kim Blum prefers to stay as an alternate on Joint Planning & Budget committee
 - Discussed asking Will Harmon, alternate on the Athletics Committee, to replace Joel Dettwiler, full member. Kim Blum does not want 2 coaches on the Capital Funds Request committee and has asked that Will Harmon be moved to a member position. Patrick Barlow will need to resolve this issue.
7. Old Business: None

8. New Business: Joshua Rybaski

- Madison Staff Reps Update. Issues discussed in Madison: Budget and Revenues. Reserves will be used for the next 2 years. Budget cuts will be implemented after that; UW System President Search; Graduation rates will be studied at length; Shared Governance; Contracts and Indefinite appointments
- Report from Bylaws, Elections, and Procedures: 1) Discussed the make-up of the ASC to better reflect the existing structure of the University. 2) Looked at committee appointments and a way to facilitate those.

9. Adjournment: Scott Stine made a motion to adjourn the meeting. Seconded by Joshua Rybaski. All in favor. Meeting adjourned at 4:00.

Next Executive Council Meeting:

Tuesday November 5, 2013

2:30PM to 4:00PM

111 Graff Main Hall

MINUTES

Academic Staff Full Council Meeting

Tuesday September 10, 2013

2:30PM to 4:00PM

326 Cartwright Center

1. Call to Order: Sheila Wirkus made a motion to call the meeting to order at 2:35PM. All in favor.

Present: Patrick Barlow, Aaron Koepke, Jason Bertrand, Pat Markos, Florence Aliesch, Sara Tienhaara, Joshua Rybaski, Sheila Wirkus, Cari Mathwig Ramseier

Absent: Scott Stine (paternity leave)

Salary & Personnel Committee Members: Nancy Arens, Francie Biesanz, John Davis, Troy Richter, Doug Salmon, and Terry Wirkus

2. Approve minutes from August 13, 2013 Full Council Meeting: Minutes approved. All in favor.

3. 2:30 Guest: Bob Hetzel - Employee Compensation:

- Overview of plan
- Strong enrollment justifies base adjustment to bring academic staff up 88% of CUPA; 27 are below 88%
- One time lump sum payment - 1% of annual salary - to individuals not getting anything (88% to 100%)
- Data has been distributed to supervisors
- Terry Wirkus would like the ASC to give out information that data is accessible from supervisors

- Florence Aliesch suggested posting CUPA numbers on HRS; Patrick Barlow will put forth Florence's suggestion
- Time line: Base adjustment should be processed this October
- Goal is to continue this process
- Resolution language: ASC should explain the Compensation Fund procedure to those who receive base adjustment and 1%.
- Motion to approve the "Resolution for an Addendum to the Academic Staff/Limited – Compensation Fund Procedures December 5, 2012. First reading by ASC September 10, 2013. Pat Markos made a motion to approve addendum. Seconded by Sheila Wirkus. All in favor. Motion approved. Addendum will be forward to JPB Committee.

4. Recommendations for Committee Appointments:

- Chose members and alternates for the JPB Committee. Aaron Koepke made a motion to approve the member list of JPB. Seconded by Florence Aleisch. All in favor. Patrick Barlow will email the list to the new JPB members.
- Patrick Barlow will send out another "call for members" for any other committee vacancies
- Save current copy of committee list to document the names of those who sent in responses to the first call for committees so it is available next year.

5. Educational Benefit Policy: Scott Stine: In

Scott's absence, Aaron Koepke made a motion to approve the language of the Educational Benefit Policy. Seconded by Jason Bertrand. All in favor. Policy approved by ASC.

6. Fall Kick-Off and Excellence Award: Everything is confirmed.

7. Old Business: None

8. New Business: None

9. Adjournment: Meeting adjourned at 4:00P.M.

Next ASC Full Council Meeting:

Tuesday October 8, 2013

2:30PM to 4:00PM

126 Wing Technology

Minutes

Academic Staff Council Executive Meeting

Tuesday September 3, 2013

2:30PM to 4:00PM

1. Call to Order: Meeting was called to order at 2:40PM.

Present: Patrick Barlow, Aaron Koepke, Scott Stine, Florence Aliesch, Joshua Rybaski

Minutes for August 6, 2013 approved. All in favor.

2. Employee Compensation:

- Committee clarified the language of the 1% Lump Sum payment statement from Bob Hetzel
- Bob Hetzel will speak at the Full Council meeting on September 10th. The S&P committee has been invited.
- Patrick Barlow will revise language for last year's compensation fund.

3. Committees:

- Reviewed the committee list showing the names of people who sent in responses to the "Call for Committees". Selected potential members.
- New charge to the Bylaws committee to consider working on the committee list.

4. Fall Kick-Off and Excellence Award: Need to verify the food and room reservation.

5. Old Business: None

6. New Business: Need to review the language for the Educational Benefit Policy.

7. Adjournment: Florence Aliesch made a motion for the meeting to adjourn at 4:00. Seconded by Scott Stine. All in favor.

Next Executive Council Meeting:

Tuesday October 1, 2013

2:30PM to 4:00PM

2200Centennial Hall

Academic Staff Council Special Meeting

Wednesday August 21, 2013

1:00PM to 2:30PM

161 Wing Technology

1. Meeting was called to order at 1:00 P.M.

2. Present: Patrick Barlow, Aaron Koepke, Florence Aleisch, Jason Bertrand, Pat Markos, Cari Mathwig Ramseier, Scott Stine, Joshua Rybaski

Guests: Chancellor Joe Gow, Bob Hetzel

3. A special meeting was called so that Chancellor Gow and Bob Hetzel could discuss with the ASC plans to improve the salary equity issue for academic staff on campus.

Compensation is the #1 issue with administration. Chancellor Gow and Bob Hetzel would like a statement from the ASC to see if they are supportive of their ideas.

- Discussed CUPA data
- ASC needs more data on those below the 88% of CUPA

4. The council will schedule a full council meeting on Tuesday September 3, 2013 in place of the executive council meeting to discuss the issue again. Members from the Salary & Personnel committee will be invited to the meeting.

Next ASC Special Meeting, Tuesday September 3, 2013, 2:30PM to 4:00PM
Location TBI

MINUTES

Academic Staff Full Council Meeting
Tuesday August 13, 2013
2:30PM to 3:30PM
31 Wing Technology

1. Call to Order: Meeting was called to order at 2:38PM.
Present: Patrick Barlow, Florence Aliesch, Joshua Rybaski, Scott Stine, Pat Markos, Cari Mathwig Ramseier, Jason Bertrand, and Sheila Wirkus
Absent: Aaron Koepke (in Madison), Andrea Higgins
2. Approval of Minutes from June 11, 2013: Minutes approved with one typo.
3. Review of Leadership Conference in Madison: Florence Aliesch/Cari Mathwig Ramseier:
 - Florence thinks that all Academic Staff should be invited, not just the Council. It is a good networking opportunity. Madison representative should publicize conference.
 - Keynote speaker spoke about the future of higher education. Cari thinks that we were underrepresented.
 - Various topics were presented.
 - Cari and Florence would attend conference again. It was very informative.
4. Open Committee Positions:
 - Patrick discussed the importance of alternates on the committees
 - We've had about 10 responses as of this date.
 - Discussed the need for certain qualifications on certain committees.
 - The positions should be filled by the September meeting.
 - Asked Council for ideas and suggestions for filling committee seats.
5. Fall Kick-Off and Excellence Award Presentation: Hall of Nations is reserved and refreshments have been ordered. The Foundation will pay for the food.
6. Staff Compensation Plan: Plan was approved for a 1percent raise. UPS has been put on hold for 2 years.

7. Old Business: None

8. New Business:

- UW System Presidential Search: Patrick Barlow and several others have been nominated by the chancellor to be on the search & screen committee.
- Educational Benefit Policy: Scott Stine – This is the rebranding of tuition reimbursement. He presented a draft memo to the chancellor from the faculty senate, ASC, and Classified Staff. The memo asks the chancellor for his support in creating an ad hoc committee that will study the implementation of an educational benefit policy.
- Potential Charge – By-Laws: Patrick would like the By- Laws Committee to look at the organizational chart because there have been many changes in units. Florence Aliesch said that she has updated the chart for the Provost; she will send this to Joshua Rybaski.

9. Adjournment: Florence made a motion to adjourn the meeting at 3:25. Seconded by Scott Stine. All in Favor.

Next Full Council Meeting: Tuesday September 10, 2013, 2:30PM to 4:00PM, 126 Wing Technology

Minutes

Full Academic Staff Council

Tuesday June 11, 2013

1:30 P.M. to 3:00 P.M.

126 Wing Technology

1. Call to Order: Meeting was called to order at 1:37 P.M. Present: Patrick Barlow, Jason Bertrand, Florence Aliesch, Cari Mathwig Ramseier, Scott Stine, Aaron Koepke, Joshua Rybaski, Sara Tienhaara. Absent: Andrea Higgins, Pat Markos, Sheila Wirkus

2. Approval of Minutes for May 21, 2013: Florence Aliesch made a motion to approve minutes with correction. Seconded by Jason Bertrand. All in favor. Minutes approved.

3. PD Committee Update – Cari: There were 4 applicants for the June cycle. One was not fundable. Becky Vianden, Sandy Solum, and Lisa Caya received grants. The money will be taken from FY 14 Budget. The new electronic application form is working well. The next cycle is October 1, 2013.

4. UPS Update:

- UPS has been postponed for two years. It should be in place by July 21, 2015.
- Tuition freeze/Pay Plan Salary & Personnel Committee still waiting for date from HR
- Governor's visit

5. UW System Staff Convention: Florence Aliesch and Cari Mathwig Ramseier are able to go (Cari, tentative).

6. Election of Officers:

- Patrick and Aaron described the roles of officers
- Nominations: Chair - Aaron Koepke made a motion to nominate Patrick Barlow for chair of the ASC for academic year 2013/2014. Patrick accepted. Scott Stine made a motion to nominated Patrick for chair. All in favor.
- Vice Chair – Jason Rybaski made a motion to nominated Aaron Koepke for vice chair. Patrick Barlow seconded the nomination. All in favor.
- Secretary- Aaron Koepke made a motion to nominate Scott Stine for secretary. Joshua Rybaski seconded the nomination. All in favor.
- Madison Representative – still to be decided.

7. Setting of Meeting dates:

Meeting Dates for Academic Year 2013 – 2014

2013

Exec	Full
Aug 6	Aug 13
Sep 3	Sep 10
Oct 1	Oct 8
Nov 5	Nov 12
Dec 3	Dec 10

2014

Exec	Full
Jan 7 (if needed) needed)	Jan 14 (if needed)
Feb 4	Feb 11
Mar 4	Mar 11
Apr 1	Apr 8
May 6	May 13
Jun 3	

8. Old Business: Patrick stated that the Council has accomplished a great deal this year:

- Equity Issues
- Awarded 10 – 13 PD Grants
- Debated NoBacco
- Vigilant in promoting the needs of Academic Staff

9. New Business: Aaron suggested that Jow Gow and Heidi MacPherson visit the Council in August. We will ask PD awardees to work on PowerPoints for the Fall Kick-Off. Officers should be introduced at the Kick-Off.

10. Adjournment: Aaron Koepke made a motion to adjourn the meeting. Motion seconded by Florence Aliesch. All in favor. Meeting adjourned at 2:40P.M.

Next Full Council Meeting: August 13, 2013