I. Call to Order: Pat Markos called the meeting to order at 10:32AM

Present: Pat Markos, Cheryl Brye, Jennie Hartzheim, Cynthia Carlson, Chris Stindt, Heather Holm

Absent: James Bushman (conference) Sara Tienhaara, Miranda Panzer (S&S), Richard Sims, Maren Walz

II. Approval of Minutes for November 30, 2015 M/S/P Minutes were approved.

III. Committee Reports

- Professional Development Committee: Heather Holm reported. Matt Schneider is working on the materials for the System Award. The due date is 1/16/2016. One cycle is left for Professional Development Grant submissions. The due date is February 1, 2016.
- Title Review: Seven applications came through. People will be notified of decisions. Pat Markos will ask HR about announcements regarding tenure.
- Other Committee Reports: Cynthia Carlson discussed Parking Appeals. There have been less citations. Discussed parking lot closings and parking ramp.
- Salary & Personnel: Committee is preparing documents similar to the faculty senate Equity Adjustment Plan. Pat Markos and Cynthia Carlson will be going to the S&P meeting the afternoon of 12/14/15.

IV. 11:00 – 11:30 Nizam Arain and Andy Oliver: Service Animal Policy

Andy Oliver from Disabilities Resource Center and Nizam Arain, Affirmative Action, discussed the draft of the Service Animal Policy. It is being revised. Council made introductions and Andy passed out copies of the draft Policy. Barbara Stewart asked them to review the current policy because there were enforcement problems. She asked them to meet with governance groups. The revised policy should be in line with federal law. Discussed definitions of a service animal, the proper questions to ask about the animal, and tasks it can perform. Nizam said that staff may need training. DRS will meet with staff if there are questions. UWS 18 is the provision for bringing animals into campus buildings. Only dogs and miniature horses are qualified to be service animals as defined by the ADA. A service animal does not have to be designated unless in training. (18.08 (1) Animal Related Provisions. “Implementation of Policy” – an animal is an
extension of the person. Students are not required to register an animal with DRC. HR will handle the coordination of a service animal for employees.

A discussion of the Service Animal Policy should be placed on the next meeting agenda and the Council will vote on the revised draft.

V. Madison Rep Report: Cynthia Carlson reported. Discussion topics:

- Not yet voting on tenure issue
- Tuition—no update pulled from review. Not sure of increase.
- If a program is cut or if contract is not renewed, System will not oppose applying for unemployment
- No further discussion about Concealed Carry until Fall 2016.
- Joint Relations Committee. Open Forum on March 4, 2016, on UWL campus. Legislators will attend.
- Discussed overtime. Pat Markos should ask Joe Gow or Bob Hetzel about Comp Time.

VI. Old Business: Heather Holm discussed the email that was sent out to certain groups on campus from the ASC email account regarding “Concealed Carry”. Discussed the procedure “Run, Hide, Fight.” Communications need to be improved when there is an “Alert”.

VII. New Business:

- Academic Staff Survey: Discussed the creation of an “Exit Surveys”. The list kept by Jim Jorstad when email accounts are to be closed is getting larger. Jim would like to develop an anonymous exit survey. Pat suggested meeting with Madeline Holzem to get the list. M/S/P. Pat will meet with Madeline to see if we can go forward with an Exit Survey. Patrick Barlow volunteered to help develop a survey.
- Islamophobia Statement: Pat Markos received an email from Jodi Vandenberg-Daves asking if governance groups can make a statement about “Islamophobia”. Pat presented the statement used by Luther College. It was suggested that Inclusive Excellence should cover this issue. Pat will get some feedback from Campus Climate and will provide more information to the ASC.
- Future Meetings—There is a conflict on June 13th. Need to discuss at the next meeting.
  - December 21 – Bonus Meeting 11:00 – 12:00 263CC Going forward.
  - March 14, 2016 Spring Break Should Council meet?
  - Reserved June 13, 2016 10:30 – 12:00 and June 27, 2016 Bonus 11:00 – 12:00
  - Strategic Planning Steering Committee—Not discussed.

VIII. 12:00 – 12:30 Chancellor Gow
Pat Markos opened the floor to questions.

- Faculty Tenure
- Post Tenure Review
- Flex Degree
- Implications of overtime compliance are being looked at on campus. Things are still being worked out on a state and federal level. System is waiting on those decisions. Should be Comp time not overtime.
- Concealed Carry
- Code Red and response time

IX. Adjournment: Meeting adjourned at 12:35pm.