Academic Staff Council Minutes 2004 to 2005

Academic Staff Council
Full Council
May 10, 2005
Morris Hall

Present: Veglahn, Karpinsky, Jacobson, Richter, Brunk, Heyer, Herling, Van Roosenbeek

Excused: Johnson-Sage, Weiland, Reinert

Meeting called to order at 3:09pm.

I. Approval of Minutes

II. Reports

A. Budget and Planning – The University has not met their goal for first year students from out of state. Enrollment for the Summer Sessions is about 70% of what it was last year.
B. Salary and Personnel – They will be meeting in about a week. The memo will recommendations will be sent after contracts are issued.

III. Summer

A. There are plans for a retreat sometime late July, after the Leadership Conference. If needed, a meeting may be held in August or if there is a response to the memo that needs to be dealt with.
B. Leadership Conference: Jacobson, Herling, Brunk and Karpinsky will be attending. There is funding for two more people to go. It is in River Falls this year July 14-15.

IV. There is a meeting with Legislators next Monday at 3:30pm.

V. Other

A. Guy Herling attended the Career Progression meeting presented by Human Resources. He thought it was very helpful and answered people’s questions.
B. The Equity Meeting was not at the time that was printed in the Campus Connection. Chair Karpinsky will be having a meeting with the presenter the first week in June.

Meeting adjourned at 3:35pm.

Academic Staff Council
Executive Committee
May 3, 2005
7:45am – 217 Graff Main Hall

Present: Karpinsky, Herling, Van Roosenbeek, Veglahn, Jacobson
Meeting called to order at 7:49 am.

Updates

Salary and Personnel
Former Chair Naber and current Chair Karpinsky have decided to delay sending the recommendations of the Salary and Personnel committee until after contracts come out.

Budget and Planning
The committee will meet for the last time this year today.

Committee Assignments
The program assistant has given those interested a deadline of Friday to express interest in serving on committees. On Friday, Chair Karpinsky and Liz will put together a recommendation.

Summer
It was suggested that there be a retreat this summer, sometime in late July. There was no objection to the possibility of summer meetings, if they are necessary. So far, Guy Herling, Sharie Brunk, Pat Karpinsky and Wayne Jacobson are going to the Leadership Conference in River Falls. We have funding for a total of six people.

A meeting time was determined for next year’s executive meetings. They will take place on the third Monday of every Month at 7:45am in 217 Graff Main Hall.

Agenda Items for Full Council Meeting
- Committee Assignments
- Update on Salary and Personnel memo
- Finalize who is going to the Leadership Conference
- Budget and Planning committee update

There will be a social after next week’s Full Council meeting for the old and new council. There is also a plan to buy a gift for the former Chair, Marcia Naber.

Motion to adjourn – 8:36 a.m.

Full Council Minutes
Academic Staff Council
April 26, 2005
104 Wing
Present: Naber, Jacobson, Weiland, Reinert, Walls, Johnson-Sage, Karpinsky, Torstveit Veglahn, Herling, Brunk, Richter

Introduction of New Members

I. Approval of Minutes

II. Committee Reports

**Planning and Budget** – there is a meeting tomorrow, however the committee members are unsure what will be discussed. There was no meeting last week.

**Madison Representative** – At the last meeting, there was a discussed of statutory reporting for sexual assault. The Academic Staff members were also asked to name one positive thing that has come from the budget changes.

**Professional Development Committee** – The choices for grants have been made and letters will be sent out later this week.

III. Chair’s Report

The NCA self study is starting and there are two upcoming meetings that Chair Naber recommends Academic Staff attend:

**Thursday, April 28** – How Can UW-L Use Scholarship and Outreach to Stimulate Organizational and Educational Improvement?

**Thursday, May 5** – What are UW-L’s Strengths and Areas in Need of Improvement?

IV. Salary and Personnel Committee’s Recommendations

The Women’s Advisory Committee will be asking Terry Thill to do an equity study.

Motion to send the recommendations to Jennifer Wilson and Ron Lostetter. They would also like to ask for a committee to be set up to work with Human Resources to get the recommendations implemented. The committee would be composed of members of the Salary and Personnel committee and the Faculty Senate’s Instructional Academic Staff committee.

Amended to add Chancellor Hastad to the recipients.
Amended to ask for a response from Ron Lostetter.
Chair Naber will send the new version of the recommendations to the Council before she sends it to the previously mentioned recipients.

V. Committee Assignment
Liz will be sending out an email to all Academic Staff to find people who will volunteer for the remaining spots.

The 2004-2005 Academic Staff Council was adjourned at 3:37pm.

The 2005-2006 Academic Staff Council was called to order at 3:38pm.

VI. Elections of New Council

The 2004-2005 Executive Board presented a slate of nominees.

Chair: Patricia Karpinsky
Vice Chair: Katie VanRoosenbeek
Secretary: Guy Herling

Slate was approved.

VII. Meeting Times and Date for 2005-2006

The Full Council agreed to meet the fourth Monday of every month at 3:00pm in 104 Wing and they will also meet on the second Monday of any month in which it is needed.

The Executive Board will continue to meeting the third Tuesday of every month at 7:45 am in 217 Graff Main Hall.

Chair Karpinsky announced that Deb Veglahn will be serving as the Madison Representative next year and Wayne Jacobson will be the at large member of the Executive Board

VIII. New Business

Reminder that the Academic Staff Leadership Conference is July 14-15 at River Falls. Chancellor Hastad has approved $350 for the trip, enough for 6 people to attend. Chair Karpinsky will be attending. Please check your calendars if you are also interested in going.

Meeting adjourned at 3:51pm.

Respectfully submitted,
Liz Peyer, PA

Full Council Minutes
Academic Staff Council
April 12, 2005
Meeting was called to order at 3:03 pm.

I. Roll Call and Minutes

The last meeting’s minutes were approved.

II. Chair’s Report

The Internationalization Task Force’s report will be issued next week. The Council doesn’t plan on taking action on it until the fall.

The final Executive meeting will be held Wednesday, April 20 at 7:30 a.m. at Panera Bread. Marcia Naber is treating and feel free to show up even if you aren’t on the Executive Council.

The Faculty Senate has proposed a task force to study the recent budget reorganization plan that eliminates the College of EESHR. They would be looking at if the plan is the right thing to do based on their bylaws.

A report has been issued by the General Education committee. Please contact Marcia Naber if you would like her to send it to you.

The National Accreditation Study has started and the Council will look at that in the fall.

III. Salary and Personnel Committee Report and Discussion

Members of the Salary and Personnel Committee presented their final report with the group. Their main four goals are:

1. The Human Resource Office shall expand the current benefits orientation to include information on career progression, equity adjustments, and annual evaluations.

2. Provide fair and equitable compensation for all academic staff.

3. Increase employee awareness of eligibility for Academic Staff career progression and the timeline for completing the process.

4. Raise awareness of the need across campus for a timely evaluation process for all academic staff.

The discussion that followed also included input from the Director of Human Resources, Jennifer Wilson.

IV. Report on UW-System Academic Staff Reps meeting

This meeting was attended by Lynn Weiland who was not present so no report was given.

V. Planning and Budget Committee Update
The Chancellor attended the last meeting and reported that he thought the listening sessions that were held about how UW-L will make the cuts went well.

The proposal, however, falls about $150,000 short of $1.7 million. It was unclear how we will reach that number. Also, there has been talk from the Provost about outsourcing the bookstore.

VI. Old Business

Copies of the updated bylaws were distributed to all members.

VII. New Business

Parking Appeals Bylaws

Please send suggestions to Deb Veglahn by next Tuesday; she will forward them on to the Executive committee.

Committee Appointments

We are in the middle of the process of finding what vacancies we have and who will be filling those.

VIII. Announcements

At the next Full Council meeting, the Executive Committee will nominate officers for next year but it will be possible to make nominations from the floor. The new Council members will be attending the meeting on the 26th. There might be a Summer Retreat. The Leadership Retreat is in River Falls this year and Marcia Naber will be talking with the Chancellor to secure funding.

Meeting adjourned at 4:25pm.

Respectfully submitted,

Liz Peyer, PA

Academic Staff Council
Executive Minutes
April 5, 2005

Present: Naber, Wells, Jacobson, Karpinsky

Meeting called to order at 7:50am

Yesterday, the Chancellor released a Budget Announcement about how UW-L will deal with the $1.7 million budget cut. Vacancies will not be filled and EESHR will be divided with the School of Education going to Liberal Studies and the rest will be put into
Science and Allied Health. There is a feeling that the Budget and Planning committee had no input into the decisions announced.

Committee Vacancies
An email will be sent to those whose terms are expiring to see if they are interested in serving another term. They will be asked to respond before the Full Council Meeting next week.

Next Executive Meeting
Marcia Naber suggested that the meeting be a breakfast meeting; a specific date has not been set yet. Along with working on committee vacancies, the executives will come up with a slate to suggest to the council as a whole.

The Agenda for the Full Council Meeting was discussed.

Meeting adjourned at 8:47am

Academic Staff Council
Full Council Meeting
3/23/05
3:00 104 Wing

Called to order at 3:02pm.

Present: Jacobson, Johnson-Sage, Torstveit, Van Roosenbeek, Walls, Karpinsky, Reinert, Veglahn, Herling, Naber

Excused: Weiland

II. Committee Reports

Planning and Budget – there have been two meetings since that last council meeting. They have discussed the Work Life Proposal and the governor’s plan that calls for cutting those positions he deemed administration. There are search and screens still going on. The Faculty Senate recently passed a resolution citing a preference for more cuts centrally rather than on individual campuses.

By-laws Vote on 2005 Changes
Motion to approve: Walls-Van Roosenbeek
By-laws approved

AC Staff Reps Meeting in Madison on March 17
There was a discussion of a change in format for the meetings. They also discussed Kevin Reiley’s letter on the budget and other budget issues.
Salary and Personnel
They are preparing a memo to present to Academic Staff Council that will prioritize their goals and explain why they have these goals. Among their recommendations will be better access to information on career progression, title changes, etc.

III. Plan 2008

Plan 2008 is now in Phase II. The Board of Regents has passed a resolution saying that the Chancellors will be held responsible for implementing Plan 2008 on their campuses. The resolution includes the follow ideas:
- a diversity report card for every campus, every year which would be submitted to the Board
- a system wide Campus Climate Survey

Next week, there will be a meeting of the Vice President of Academic Affairs, Chancellor Hastad, Provost Hitch and Al Thompson. Among the issues that will be discussed are who is accountable, how will the assessment be done, will the strategies used be measurable, will be able to show a closing gap between majority students and student of color? The tight budget provides us with an opportunity to look at possible restructuring.

Al requested that the members of the council review Plan 2008 and provide Dr. Thompson with and thoughts or new ideas. Also that the Council pass a resolution in support of the plan.

IV. Old Business

Election Update

The Bylaws, Elections and Policies/Procedures Committee will meet on Friday at 1:00pm to verify the results.

Instructional Staff Report at Faculty Senate

The Faculty Senate decided that Instructional Academic Staff will be represented by the Faculty Senate from the time they are hired. A committee will be established to deal with Instructional Academic Staff issues. There was a motion to create a seat for Instructional Staff, however that was tabled.

Committee Volunteers and Assignment Procedure

After the election, an email will be sent to Academic Staff to recruit volunteers for open positions on committees.
V. New Business

Share Office of AS Council

There has been a request that the ASC office be shared with the accreditation team. If they agree, they will use the small office while the ASC will use the conference room.

Program Assistant for 2004-2005
Liz Peyer was approved to be the Program Assistant for the next school year.

VI. Announcements and Upcoming Events

The Board of Regents recently passed a resolution to include gender identity or expression into the University of Wisconsin System Regent Policy Documents on Non-Discrimination

March 25-Professional Development Grant Application Deadline
March 31- Nominations Due for Excellence Awards
April 1 -Deadline for International Grant Applications
April 5- Next EXEC Meeting 7:45am
April 12- Next Full Council Meeting (we have 2 in April)
April 18- Monday EXEC Meeting 7:45am (this is a change)
April 26- Full Council Meeting, Election of Officers, New Council/Old Council Attends

Meeting Adjourned at 4:31 pm

Respectfully Submitted,
Liz Peyer, PA

Academic Staff Council
Executive Meeting
March 8, 2005

Called to order at 7:47 a.m.

I. Budget worries
- The governor has recommended 200 positions be cut. However the amount of money expected to be saved indicates that more positions would have to be cut
- the zero funding for Services for Students with Disabilities
- the state has said they won’t cut faculty position. On our campus, people are retiring and their positions aren’t being filled
- UW-L will face a 1.2 – 1.5 million dollar cut
Faculty has said they don’t have enough instructional money which has caused a cut in the number of Gen Ed courses offered next fall.

II. Deadline March 11 for Council nominations and Election Process

III. Deadline March 25 for Professional Development Grants

IV. Deadline March 31 for Excellence Awards

V. Update on Program Array Committee
   - Marcia Naber has been and will continue to attend these meetings.

VI. Others
   - The Taskforce on Instructional AS with faculty status has sent out a memo of their findings and the Faculty Senate will discuss them this Thursday.
   - Terry Wirkus has been made the ASPRO representative for UW-L.

Meeting adjourned 8:38 a.m.

Respectfully submitted,
Liz Peyer, PA

Academic Staff Council
Full Council Minutes
February 22, 2005

Present: Van Roosenbeek, Karpinsky, Torstveit, Naber, Jacobson, Walls, Reinert, Veglahn, Herling

Excused: Johnson-Sage

Called to order at 3:01

I. Minutes approved

II. Committee reports
   - Planning and Budget – The committee met last week but there is not anything definitive from them yet
   - Madison System Rep Meeting Report – University staff are being encouraged to lobby their officials as citizens, rather than employees of the University.
   - Bylaws and Elections – The committee has proposed some changes to the Bylaws

III. Wellness Initiative Update – Dr. Petra Roter
   - A number of issues were covered. Among them were:
     - Alcohol use – to see the recommendations from the Mayor’s Task Force, go to http://www.cityoflacrosse.org/taskforce.htm
Many people across campus and in the community are working on this problem. This can’t be dealt with just as a campus wide problem, we must partner with the other colleges and the rest of the community.

Mental Health and Eating Disorders - While the students coming into UW-L are the best and the brightest, they also have a lot of problems, some of the with mental health issues.

UW-L seems to have more than its fair share of eating disorders, unsure of why. Want to take a team approach to the problem.

Students with Disabilities – Working to get a PA in Disability Resources. We also discussed the Governors elimination of over $2 million from the budget for disability resources.

Relationship Issues – Students are having identity issues. Some students are in abusive relationships and sexual assault is a problem on the campus. Marcia Johnson-Sage developed a great tutorial for faculty and staff that is in the first stage. There were 13 reported sexual assaults last year.

What can Academic Staff Council do? Become politically involved in the budget process by writing you representatives. Don’t forget about the federal level and the problems with Financial Aid and the TRIO programs.

IV. Chair’s Report

Program Array Committee of Faculty Senate – Marcia Naber attended their meeting and will be sending out a report about it.

Plan 2008 – Al Thompson will be at the next Full Council meeting to discuss it.

AC Staff Professional Representation Organization – Terry Wirkus has volunteered to represent UW-L on ASPRO’s Board of Directors.

Meeting Adjourned at 4:46

Respectfully Submitted, Liz Peyer, PA

Academic Staff Council
Executive Minutes
February 15, 2005

Meeting called to order at 7:49 A.M.

Attendance: Naber, Jacobson, Walls, Karpinski, Wieland and Peyer

I. Minutes were approved

II. Pat Karpinski gave a report on the UW-L Legislative Reception she attended in Madison last week

III. AS Professional Representation Organization Board Nominee
   - if was decided that this wasn’t a matter for the ASC but rather for those on campus who are members of ASPRO
   - However, the board supports the nomination of Terry Wirkus to serve on the ASPRO Board.
IV. Madison Rep Meeting Volunteer  
- Debbie Veglahn will attend the February meeting

V. Processing Professional Development Grants  
- from now on, the names of each recipient will be sent to Cheryl Roland and the Provost. Cheryl will set up a separate account for each recipient

VI. Council nominations and Elections  
Nomination forms will be on web  
elections should be online once again this year

VII. By-laws Revisions  
- the committee meet last week and the council will review  
  recommendations at the Feb 22 meeting

VIII. Budget and Planning Committee Report  
The committee is waiting for the governor’s proposed budget. More details available on Feb 22.

IX. Review of Agenda for February 22

X. Announcements  
March’s executive meeting will be on the 8th instead of the 15th

Meeting adjourned at 8:36 AM

Respectfully submitted,
Liz Peyer, Program Assistant

Academic Staff Council  
Executive Minutes  
January 18, 2005

Present: Naber, Walls, Karpinski, Jacobson

NON INSTRUCTIONAL GRIEVENCE COMMITTEE  
- discussed the reason they are meeting, who is on the committee and  
when they will be meeting

BYLAWS AND ELECTION COMMITTEE  
The chair, Chris Dodge, has asked that anyone with recommended changes to the bylaws bring them to the next Full Council meeting.

Elections  
Mary Christie has resigned so Liz will be finding out who will be the contact person for conducting the elections online. There are four seats up this year.

Provost Hitch will be at the Full Council meeting and questions for her were discussed.

ACADEMIC STAFF COUNCIL  
FULL COUNCIL MINUTES  
DECEMBER 14, 2004  
104 WING
Present: Veglahn, Jacobson, Karpinsky, Van Roosenbeek, Walls, Naber, Johnson-Sage, Herling, Tortsveit

Excused: Weiland, Reinert

Call to order 3:00

Reports

Title Review/Career Progression:
Mary Tortsveit reported that the committee has continued to work on reviewing and streamlining the career progression process. Step one will be determining the eligibility of applicants. This year, as in previous years there were applicants for career progression that did not meet the eligibility requirement.

Salary & Personnel:
Pat Karpinsky reported that the committee has met twice with Jennifer Wilson and will forward a letter of recommendations to the Academic Staff Council.

Professional Development:
Tim Walls reported that there were three applications for professional development grants and they were funded.

UW System Academic Representatives:
Lynn Weiland reviewed a resolution sent to the Governor supporting the proposed pay plan.

Parking Appeals:
Marcia reviewed a memo from John Davies indicating changes being made in the committee bylaws to facilitate operation of the committee in a more timely manner.

By Laws and Election:
A memo from Chris Dodge was reviewed requesting council members to review the bylaws and make any recommendations for changes. The committee will be meeting in early February 2005. Please have any suggestions made before that meeting.

Chairs Report:
Marcia distributed a handout for discussion on the UW system Budget Reduction Exercise. She also distributed a handout from Joe Heim on Concerns about Tabor – Talking points. Lastly, she discussed the Survey from the Instructional Academic Staff Task Force.

III. Ron Lostetter Vice Chancellor for Administration and Finance presented on the pay plan proposal for fiscal years
2005-2007. The proposal is a 3% increase in base pay and a 2% merit pay plan request. He also discussed the UW system budget in general as well as information specific to UWL. UWL was down 100+ students this year which has impacted the budget. Targeted enrollment for fall 2005 has been increased.

IV. Search and Screen Updates

Advising Center: The positions have been filled

Campus Climate Coordinator: is looking at Tier 2 Candidates.

Enrollment Management: the committee is meeting to make recommendations

Dean of EESHR: the committee is reviewing the candidates

School of Education: the committee is forming for Director, School of Education

New Business:
Leadership for next year was discussed. A handout was given on the compensation policy for the ASC Chair.

A social will follow today’s meeting at the Eagle’s Nest

The meeting adjourned at 4:25 pm

Respectfully submitted,
Patricia Karpinsky, Secretary

Academic Staff Council
Executive Minutes
December 6, 2004

Present: Naber, Karpinski, Walls

New PA higher – Liz Peyer

TIM
- registration is over, now working on transfer students.
- All three of the professional development grants were accepted

MARCIA
-Pay Plan Committee
- the council can advise the Chancellor to use 1% of the discretionary funds
- Ron Lostteter will come December 14 to talk about the pay Plan

Lynn’s Committee drafted a letter to Governor Doyle explaining what the Academic Staff Representatives Council (ASRC) is and also told him that ASRC is in support of the Regents’ 2005-2007 compensation proposal for unclassified UW employees.

PARKING APPEALS BOARD
- John Davis is the chair
- Having trouble getting people to the meeting. They are changing their bylaws to move along more quickly
- Committee is trying to get rid of the backlog

TITLE REVIEW
- administration moved forward on those eligible: Sandy Sieber, Kristen Swanson and Dawn Wilson
- 4 people applied but not all were eligible

SEARCH AND SCREENS
- There will be a Dean of School of Education meeting this Friday to Review the candidates
- The advising positions are filled
- Admissions Search and Screen – has finished a list of candidates that they have forwarded on
- Campus Climate Coordinator – a candidate turned down the position because of the salary
  - The committee is currently looking at the second tier
- hired a new institutional researcher

Holiday Social at the Eagle’s Nest after the next Full Council Meeting

SALARY
- Had two meetings with Jennifer Wilson and HR is doing what they can
  With supervisor training to hold supervisors more accountable

Carmen Wilson’s Survey to Instructional and Non-Instructional Academic Staff

Everyone is okayed with the Chancellor’s questions

New Business
The UW system had to produce a scenario if the budget was reduced by 10% for Governor Doyle
- recommended cutting FTE positions by 156
- student services staff by 15

Tom Jondre is on the committee to look at the variety of programs here
- which are more cost effective, etc
  - he doesn’t want any from academics, only from student services
  - he has asked Petra to do the same thing for student services

Tax Payer’s Bill of Rights – Information sent by Joe Heim

Suggested that Academic Staff and Faculty have a joint meeting discussing recommendations to the Chancellor on salary and benefits

We need to make questions in advance to Ron Lostetter; he will be there at 3:20

The committee has to start looking at leadership for next year. At large, Academic Staff Rep, President, and Representative for the Colleges will all be open

Planning a retreat for January

ACADEMIC STAFF COUNCIL
FULL COUNCIL MINUTES
NOVEMBER 9, 2004
104 WING

Present: Veglahn, Jacobson, Reinert, Karpinsky, Van Roosenbeek, Walls, Weiland

Excused: Naber, Johnson-Sage, Liberman

Absent: Herling, Torstveit

I. Call to order 3:10
II. Committee Reports
   a. Title Review: no report
   b. Budget and Planning: no report
   c. Professional Development
Tim Walls reported that there were three applications for professional development grants. The committee will be meeting next week to review the applications.

d. Search and Screen Updates

**Advising Center**: two additional candidates were interviewed and a contract offer was extended to one of the candidates.

**Campus Climate Coordinator**: one name was forwarded

**Enrollment Management**: Interview are scheduled with 3 candidates

**Dean of EESHR**: the committee will be meeting in December to review applications

### III. Questions for Chancellor Hastad’s visit to the ASC meeting on December 14, 2004

Discussion was held regarding formulation of questions for the Chancellor’s visit in December. A list of possible questions will send these questions to Chancellor Hastad one week prior to the meeting. Council members were advised to submit any other questions to Marcia as soon as possible

### IV. Joe Heim from the Political Science department gave a presentation on the election results and its possible effect on the University System as well as UWL. He also explained and discussed TABOR. An update was given on the pay package. The Regents have forwarded a recommendation of a 5% increase in each of the next two years. Of this, 3% would be catch up and 2% would be pay plan. He also referred the Council to a new Regent Document called Charting a New Course. This document is available on their web site.

### V. Announcements

a. Executive Committee will meet December 7, 2004 at 7:45am

b. Full council meeting December 14, 2004, a social will follow at the Eagle's Nest

### VI. Meeting adjourned at 4:50 pm

Respectfully submitted,
Patricia Karpinsky, Secretary

Annual Meeting
September 28, 2004
2:30 – 4:00pm
Ward Room, Cartwright Center

- Call to order at 3:00
- Introduction of council members
- Recognition of Jan Von Ruden by Chancellor Hasted, followed by a speech by Von Ruden

Last year’s Academic Staff Council Issues
- Multi-year contract issues
- Wellness initiative
- Career progression for instructional academic staff

Salary and Personnel
- They sent a career progression plan to Faculty Senate
- Issues they are looking at this year
  - Streamlining the title review process
  - Enhancing ability for eligibility for career progress
  - Salary and titling issues

Budget and Planning
- Three major issues they want to look at this year
  - Legislative Audit Bureaus Evaluation
    ▪ Delivery of services
    ▪ Efficiency of UW system, how they determine who is an administrator
  - Ten day enrolment numbers
    ▪ We are down 75 students, which means the school is out $300,000
  - How do we keep students here

Legislative / Regent Relations
- Madison Meeting
  - Issues of recruitment and retention of faculty and staff at all UW schools
  - Creation of a briefing paper about the definition of who is academic staff and what their roles are

Professional Development
- Proposal packets are available October 4 -25
- About $7,500 is available each semester

Academic Staff Council Priorities for this year
- Get Academic Staff to vote
- Campus climate survey results
- New communications plan, creation of a new logo and identity
- Work on resources for external funding
- Internationalization of campus

ACADEMIC STAFF COUNCIL EXECUTIVE BOARD MEETING
September 21, 2004
Minutes
7:45am – 8:30am

Present: Karpinsky, Walls, Naber, Jacobson

SEARCH AND SCREEN UPDATES:
- Academic Advising Center, out of about 150 applicants they are going to interview seven candidates, interviews will be taking place on campus on October 1, 2, 3, 4, 5, and 8th
- Brian Faust (formerly of Residence Life) was hired as Janie Spencer's associate in the Cleary Center
- There is an open search and screen for ESHER
- There will be a search and screen for the school of education once they have the position for the dean filled

BUDGET COMMITTEE
- Wayne Jacobson cannot meet with the Budget Committee until November 17, Kathy Elgin may be filling in
- Billy Clow suggested that for the committee’s convenience that Elgin remain on the Budget Committee for the entire year

Legislative Audit Update
- Ron Lostetter had an emergency meeting to create a response to the system-wide legislative audit that says we have hired too many administrators costing the UW system too much in salary
  - Jacobson read the response to the UW – Board of Regents

Annual Meeting
- Brad Quarberg is doing an article on Jan Von Ruden
- Doug Hasted and Tim Walls will present Jan with the award, after which the Academic Staff Council general meeting will take place
Adjourned 8:30am

Respectfully Submitted
James Liberman

ACADEMIC STAFF COUNCIL
EXECUTIVE MEETING MINUTES
AUGUST 31, 2004
217 GRAFF MAIN HALL
7:45-8:35

Present: Naber, Weiland, Karpinsky, Jacobson, Walls

1. Update on the office and Sarah’s plans.

2. James Liberman has been hired as the new PA.

3. Jacobson will email committee conveners with information from the August retreat, as to what they should be working on this year. Also, the search and screen for the advisor position has received 98 applications; the deadline is 9/1/04.

4. Weiland will attend the Madison meeting in a couple weeks. Another draft of the academic staff positions/responsibilities document has been received. UW Milwaukee has a new interim chancellor. The Joint Regents/Relations Committee will meet soon due to upcoming elections. Weiland will report at the annual meeting.

5. Karpinsky reported that the Salary and Personnel Committee submitted questions to Jennifer Wilson about career progression, salary compression, etc. and will be following up on her reply. They will be meeting with her in October. Chair Naber has requested that links be received from HR and added to the ASC web page. Karpinsky will be reporting at the annual meeting.

6. Jacobson reported that Provost Hitch wants IAS to be a part of the Provost Advisory Committee for target enrollment. There are only three full-time IAS, but they may now have faculty status. The other IAS are part-time or new hires.

7. Walls will introduce Chancellor Hastad at the annual meeting and make sure he has Jan’s information for her award presentation. Walls will also determine the deadline for the next round of professional development grants.

8. Chair Naber will send a campus-wide email to academic staff. Included will be the following: Council member introduction, annual meeting announcement/invitation, Excellence Award winner presentation, campus climate survey update, updates on career progression, professional development grants, legislative and regent relations and a budget forecast.
9. Ron Lostetter will be emailed regarding the rationale behind filling new administrative positions during the current budget situation.

10. Chair Naber attended the new unclassified staff benefits session and informed the new hires about the ASC and Faculty Senate roles on campus.

11. An email will be sent to Veglahn to thank her for expediting the purchase of the new ASC Office computer.

12. Address the funds for the Chair’s department. Ask Terry Wirkus if Educational Technologies has received funds for his duration as Chair.

13. The Full Council will meet at 2:00 prior to the annual meeting.
14. Chair Naber shared a memo from the International Task Force to Provost Hitch.

15. Adjournment 8:35

Respectfully Submitted,
Sarah Westbrook, PA