1. Call to Order: Meeting called to order 1:35 P.M.
Present: Aaron Koepke, Pat Markos, Patrick Barlow, Brenda Leahy, Florence Aliesch, Scot Stine, Terry Wirkus, Sheila Wirkus, Tracy Noyes, Andrea Higgins, Joshua Rybaski.
2. Approval of Minutes for May 8, 2012 General ASC meeting. Pat Markos moved to approve minutes. Seconded by Scot Stine. All in favor.
3. Madeline Holzem and Joy Gutknecht: Opened discussion to questions
   - University Personnel System - Discussed the following topics:
     - Survey of Recommendations
     - Need to gather questions
     - Discussed employee categories
     - Job families within categories
     - Titles
     - Individual flexibility at UW Campuses
     - UPS recognition that University employees are different
     - Classification system
     - Evaluation system
     - UPS striving for simplicity
     - Compensation committee
     - WRS eligibility revisions
     - Health Insurance more consistent
     - Benefits - Tuition Reimbursement
     - Supervisor training possibility
     - Income Continuation
     - Personal Holidays/Vacation/Sick leave
     - AS job security
     - Recruitment
     - Employee movement
   - Career Progression and the second year of Fixed term renewable contracts
     - Seven years, if passed, renewable contract – 13/14 and 14/15
     - Grant funded positions not eligible for renewable contract

   III. Membership on ASC – no changes. Must be .50

Alternates
Aaron Koepke moved to approve changes. Seconded by Scot Stine. All in favor
5. Committees – Solicitation: Meet with Brenda
6. Excellence Award: Email Brenda
9. Old Business. None
11. Adjournment: Meeting adjourned at 3:10 P.M.

Minutes
Academic Staff Full Council Meeting

Tuesday, May 8, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center

1. Call to Order: Brenda Leahy, Patrick Barlow, Jennifer Bell, Aaron Koepke, Scott Stine, Tracy Noyes, Andrea Higgins, Jason Rybaski
   Absent: Terry Wirkus
   Introduced new Council members: Florence Aliesch, Pat Markos, Sheila Wirkus
2. Approval of Minutes for April 3, 2012 and April 10, 2012: Jason Rybaski made a motion to approve minutes from both meetings. Seconded by Aaron Koepke. All in favor.
3. 1:30 – 2:25 Chancellor Gow

   - Scott Stine and Aaron Koepke presented a summary of the Academic Staff Survey results. They gave a rationale for doing the survey and highlighted the major points of the results. The source of the questions was discussed. Forty percent responded to the survey. Chancellor was thankful to Council for doing the survey and to hear from the Academic Staff Council.
   - The role that the Academic Staff Council should play in helping UW-L improve during the coming year is to give more specific examples of what needs to be done to make improvements. Chancellor would like more constructive criticism. The Council should decide on the kind of training that needs to be available for supervisors. Discussed merit raises versus across the board raises.
   - At the next meeting the Council should form a subcommittee to discuss results of the survey and to send suggestions and ideas to help resolve some of the needs mentioned in the survey.
4. University Personnel System: Madeline Holzem and Joy Gutknecht will be at the May 22, 2012 meeting. It was suggested to read through the recommendations from the 6 work groups before the next meeting.
5. Academic Staff Council – Election Results: Three new council members joined us. Florence Aliesch, Pat Markos, and Sheila Wirkus
6. Committees – Solicitation: Solicitation should be sent out this week. Joshua will send out information regarding alternates.
7. Professional Development Grants – Cycle 3: June 1, 2012 is the next deadline. Need to work on changes in the application. Some changes will be in the online application.
8. Excellence Award: Drea Higgins will talk to the recipient. We need to set a date for the Fall Kick-off. See if Hall of Nations is available. Joshua Rybaski will see if he can get funds for the refreshments.
9. Search & Screen Updates:
   - Interviews have been held for First Year Excellence director
   - Interviews will be start at the end of the week for an Admissions Director
   - Wellness Coordinator has been chosen
   - Name for the Director of CEE has been forwarded
   - Library Director—search and screen committee needs to be formed
10. Old Business: None
11. New Business:
   - A new home page for the UWL website will be announced in January or Spring Kick-Off.
   - A social will be held at the Eagles Nest following the May 22 meeting
12. Adjournment: Aaron Koepke moved to adjourn the meeting. Seconded by Tracy Noyes. All in favor.

Next meeting: ASC Full Council Meeting
May 22, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center

Notes/Discussions
Academic Staff Council Executive Meeting

Tuesday, May 1, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center

1. Call to Order: Terry Wirkus, Brenda Leahy, Scott Stine, Aaron Koepke
   An official meeting did not take place because the ASC did not have a quorum.

2. Approval of Minutes for April 3, 2012: Minutes were not approved due to lack of quorum.

3. Discuss questions for Chancellor Gow at May 8, 2012 meeting (1:30 – 2:25)
   Scott Stine and Aaron Koepke will give Chancellor Gow a brief summary of the Academic Staff Survey results. They will then ask him for his comments.

4. University Personnel Systems Recommendations: ASC needs to remind everyone to attend the sessions about the recommendations.
5. Academic Staff Survey: Patrick, Scott, and Aaron: Patrick was absent due to family illness.
   - Salaries, workload, and career progression were among the highest ranked
   - We need to decide what issues to focus on
   - ASC should ask Chancellor what the important issues are to him
   - Discussed inconsistencies in management across campus

6. Excellence Award: Brenda will get information about this.

7. Academic Staff Nomination Papers:
   - At-Large position in question
   - Invite Pat Markos, Florence Aliesz, and Sheila Wirkus to May 8, 2012 meeting. Brenda will call them
   - Make a motion at next full council meeting to ratify new members

8. ASC Committees – Election
   - Alternates on committees should attend meetings
   - Need to elect new officers for the ASC – vice chair, secretary, and Madison Representative

9. Bylaws Committee: No discussion

10. Professional Development Grants: Need to make an announcement about the June 1st deadline.

11. Search & Screen Updates
    - Continuing Ed interviews
    - No decision yet on the Wellness Coordinator
    - Interviews for First Year Experience position
    - A search & screen will be formed to find a new director for Murphy Library

12. Old Business: No discussion


14. Adjournment: Discussion ended at 2:45 P.M.

Next meeting:
Academic Staff Full Council meeting, Tuesday, May 8, 2012 1:30 P.M. 126 Wing

Minutes
Academic Staff Full Council Meeting

Tuesday, April 10, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center

1. Call to Order: Brenda Leahy called the meeting to order at 1:32 P.M.
   Present: Brenda Leahy, Patrick Barlow, Jennifer Bell, Susan Hauber, Tracy Noyes,
   Aaron Koepke, Kate Demerse, Joshua Rybaski, Scott Stine, Terry Wirkus (late)

2. Approval of Minutes for March 20, 2012: Joshua Rybaski moved to approve the
   minutes for March 20, 2012. Kate Demerse, second. All in favor.

3. 1:35 Bob Hetzel – Budget Update
   Bob discussed Comprehensive Renovations. They are 99 percent approved by the
   Board of Regents. Bids for the Parking Ramp construction go out next week. If a new
   Student Center is approved, requests to the Regents will go out in June. Discussed

4. 2:00 Madeline Holzem and Joy Gutknecht. Madeline explained that she is new to
   working within a state-wide system. Presented updates from the University Personnel
   System and UPS work groups. Discussed the employee categories work group.
   Emphasized that UPS is a draft. The recommendations will go to Madison. She is
   optimistic about the opportunities it presents. It will not be implemented until July 1,
   2013. Needs will be different at the Comprehensives. After Madison meeting HR will
   schedule more UPS meetings to discuss the recommendations. Patrick Barlow
   suggested cross-categorical meetings to get input from different categories. Terry
   offered to record the comments.

5. Excellence Award: The PD committee will meet on Friday, April 13.

6. Bylaws Committee: Jason Rybaski presented the changes in the Bylaws. The Bylaws
   committee struck the term “faculty status” and any reference to .50 FTE appointments.
   Need to make changes to Bylaws regarding the Alternate positions on the committees.
   Changes will be sent back to the Bylaws Committee for corrections.

7. Academic Staff Council nomination petitions: The deadline was April 6, 2012. We
   have received 2 petitions; we need 3. The application deadline was extended to April
   13, 2012. Joshua Rybaski will put together a ballot and it will be sent out on Monday,
   April 16, 2012. Aaron Koepke made a motion to NOT open the nomination process to
   the ASC. Joshua Rybaski amended the motion to add 1 write-in on the ballot. All in
   favor.

8. Committee Solicitation: Committee membership solicitation will be sent out after the
   election for the ASC seats.

9. Professional Development Cycle 3. One proposal has been received.
10. Search & Screen Updates:
   - Admissions Counselor position will be opening
   - CLS Student Services Coordinator

11. Old Business: None

12. New Business: Discussed Academic Staff Survey. Patrick Barlow will meet with Chancellor Gow to discuss the data. Aaron and Scott will send the design of the survey to Terry and Brenda.

13. Adjournment: Joshua Rybaski made a motion to adjourn the meeting. Motion seconded by Kate Demerse. Meeting adjourned at 3:15 P.M.

Next meeting: ASC Full Council Meeting
Tuesday May, 8 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology

Minutes
Academic Staff Council Executive Meeting

Tuesday, April 3, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center

1. Call to Order: Brenda Leahy called the meeting to order at 1:35 P.M.
   Present: Brenda Leahy, Patrick Barlow, Susan Hauber, Scott Stine, Andrea Higgins (late), Terry Wirkus (late)

2. Approval of Minutes for March 6, 2012: Susan Hauber made a motion to approve with corrections. Seconded by Scott Stine. All in favor.

3. Questions for Bob Hetzel at April 10 meeting– Budget Update
   1. What challenge do we face in the next biennial budget?
   2. Will challenges change if Wisconsin has a new governor?
   3. Discuss capital planning and building updates.

4. Questions for Madeline Holzem at April 10 meeting
   1. Welcome Madeline to UW-L and community.
   2. Discuss University Personnel Guidelines.
3. The UW System has created new personnel categories. Ask about benefits, vacation, sick leave, etc. We would like this information organized so that we can see what everyone is gaining of loosing.
4. Ask her to bring some materials to share with the ASC.

5. Excellence Award: Two nominees have submitted materials. Drea Higgins will ask alternates on the PD committee to fill in for committee members who have dropped out during this process due to conflicts.

6. Academic Staff Nomination Papers: Two people have submitted nomination papers. Council members will ask more people to submit nominations. The deadline for papers is April 6, 2012.

7. Bylaws Committee: Susan Hauber forwarded information on the language changes to Joshua Rybaski. This should be finalized by the end of the year.

8. Professional Development Grants: Next due date is June 1, 2012 for activities that occur between July 1 and October 31. Brenda Leahy said that the PD Grant money for these activities comes out of the next year’s fiscal budget.

9. Search & Screen Updates: Postings have been published for: Director of Admissions, Affirmative Action Officer, Assistant Director of Network and Enterprise Services. There will be new postings for External Relations Coordinator, Retention Coordination and Director of Clinical Education. Candidates for the Wellness Coordinator position will be invited soon.

10. Old Business: None

11. New Business:
- Discussed employees category workshop
- Faculty/IAS as one category
- Final tally of Academic Staff Survey. April 1 deadline is flexible. Responses as of date: 110. Results will be discussed at the next executive meeting.
- Ron Kind will be on Campus Friday, April 13th to discuss food and agriculture policy.
- Committee vacancies should be sent out by the middle of April.

12. Adjournment: Andrea Higgins made a motion to adjourn the meeting. Seconded by Scott Stine. All in favor. Meeting adjourned at 2:55 P.M.

Next meeting: ASC Full Council Meeting
Tuesday April 10, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology
Minutes
Academic Staff Full Council Meeting

Tuesday, March 20, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center – the meeting location was changed to 121 Wing Technology

1. Call to Order: Meeting was called to order at 1:37 P.M. Present: Terry Wirkus, Brenda Leahy, Patrick Barlow, Aaron Koepke, Jennifer Bell, Joshua Rybaski, Kate Demerse, Tracy Noyes, Scott Stine, Susan Hauber

Absent: Andrea Higgins

2. Approval of Minutes for February 14, 2012. Scott Stine made a motion to approve minutes with corrections.

3. University Personnel System: Discussed the executive committee meeting with Joy Gutknecht. Patrick Barlow stated that changes will be needed in Chapter 36 so that UW-L can comply with the new university personnel system changes. There will be a brown bag lunch update on Wednesday, March 21, 2012. Aaron Koepke and Brenda Leahy will attend. Terry Wirkus suggested that the UPS website should be monitored on a regular basis. When Madeline Holzem attends the ASC meeting on April 10, the Council should ask her about communications from HR regarding UPS.

4. Bylaws Committee:
   - The Bylaws Committee will have a meeting about IAS and NIAS. The term “Faculty Status” needs to be eliminated from the Bylaws.
   - Alternates should move in to vacant positions after they have been an alternate for one year

5. ASC Nominations: There have been no nominations thus far. The deadline for nominations is April 6, 2012.

6. Committee Membership Solicitation: ASC will solicit committee membership after the ASC Nominations are complete – after April 6th.

7. Excellence Award Nominations: Four people have been nominated for the Excellence Award and have been notified. When the ASC has received their responses the information sheets will be sent to the Professional Development Committee for review. Their recommendation will be sent to Chancellor Gow. It was suggested that the Information Sheet sent out to the nominees should be revised or streamlined. The PD committee will make the revisions on this material.
8. Search & Screen Updates:
   - Tracy Noyes reported on the Continuing Education & Extension Director Search – Screenings will begin on Thursday of this week. Hope to interview candidates in April.
   - Director of Admissions Search – Job Description to be posted end of March. Paul Krause in the Chair of the committee
   - Patrick Barlow reported on the ITS Assistant Director search.

9. Old Business: None

10. New Business: Discussed spring commencement and the hooding ceremony for graduate students. The reception afterwards will be for everyone. Discussed the Jump Start program.

11. Adjournment: Meeting adjourned at 3:00 P.M.

Next meeting: ASC Full Council Meeting
Tuesday April 10, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology

Minutes
Academic Staff Council Executive Meeting

Tuesday, March 6, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center

1. Call to Order: Meeting was called to order at 1:35 P.M.
   Present: Terry Wirkus, Patrick Barlow, Susan Hauber, Brenda Leahy, Scott Stine, Andrea Higgins

   Guest: Joy Gutknecht

2. Approval of Minutes for February 7, 2012: Scott Stine made a motion to approve the minutes. Susan Hauber, 2nd. All approved.

3. 1:30 UPS and Communication – Joy Gutknecht: Discussed language to review in UPS recommendation sheet.

4. Academic Staff Nomination Papers: We still need nominations for council seats. There are still 3 seats open. Nominations are due April 6th.

5. Approval of the 2013-2014 Academic Year Calendar: The 2013-2014 calendar was shown to the executive committee. An email vote will be taken by the full council.
6. Bylaws Committee – Changes in language regarding NIAS and AIS. Susan Hauber will meet with Joshua Rybaski. Changes need to be made in section B: Eligibility. The terms “50 percent” and “Faculty status” need to be removed.

7. Professional Development Grants - Changes to Website: The PD Committee needs to add a statement to the form asking applicants if they have looked for other sources of funding.

8. Excellence Award: Karla Stanek has been nominated for the System Award. As of this time, 4 people have been nominated for the UW-L 2012 Excellence Award. The deadline for nominations is March 9, 2012.

9. Search & Screen Updates:
   - Wellness Coordinator Applicants
   - Ad for Assistant Director of ITS will be posted this week

It was suggested that the ASC send announcements to new hires. We should discuss this with Madeline Holzem.

10. Old Business: None

11. New Business: Discussed UWSP Academic Staff Survey. It was suggested that we submit 2 short surveys. Patrick Barlow made a motion that UW-L create 2 short surveys. Scott Stine, 2nd. All in favor.

12. Adjournment: Meeting adjourned at 3:05 P.M.

Next meeting: ASC Full Council Meeting
Tuesday March 20, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology

Minutes
Academic Staff Council Full Council Meeting

Tuesday, February 14, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center

1. Call to Order: Meeting was called to order at 1:35P.M.
Present: Terry Wirkus, Brenda Leahy, Jennifer Bell, Susan Hauber, Tracy Noyes, Joshua Rybaski, Scott Stine, Andrea Higgins, Patrick Barlow (late)
2. Approval of Minutes for January 17, 2012 Full Council Meeting: Joshua Rybaski made a motion to approve minutes. Seconded by Tracy Noyes. All in favor.

3. Professional Development Grants: Discussed meeting with Betsy Morgan, Interim Provost, and the funding available for PD Grants. The wording in the ASC Bylaws using the term “faculty status” needs to be revised. This is no longer relevant. The Bylaws Committee needs to make this change official.

The PD Committee representative had questions about the wording in 2 items of the PD Grant guidelines: Item V: Fundable Items and Item VI: Non Fundable Items. The Council suggested that the PD Committee should amend the wording of these specific items. The changes should be sent to the Council for feedback and approval. Andrea Higgins will email the decision on the wording to the ASC.

4. Retirement Proposal: Discussed the WRS Fund and possible affects of the new proposal.

5. Personnel Rules: Terry presented Joy Gutknecht’s email regarding Salary Administration: NU Values Program Role. She thanked everyone for their input. There are 2 areas where input is still needed: 1. Compensation, 2. Employment. She needs a response by 12 noon on Wednesday February 15, 2012.

6. Search & Screen Updates: Provost Search: Terry said that recordings will be available of the interviews. Wellness Coordinator: Scott Stine said that candidates should be scheduled for interviews by the end of April. Jennifer Bell is on the search and screen committee for a new counselor in Counseling and Testing. Tracy Noyes is on the committee searching for a new CE Director. Committee will be reviewing applications in about a month. IT is hiring a new assistant director. Patrick Barlow is on the search and screen committee for the IT search.

7. Old Business: Scott Stine is still working on Tuition Reimbursement benefit.

8. New Business: Discussed:
   - Veterans and Transfer position – 50 percent Veterans, 50 percent Transfers
   - Chancellor’s email concerning Drake Hall
   - Elections for ASC seats

9. Adjournment: Meeting adjourned at 2:30 P.M.

Next meeting: ASC Full Council Meeting
Tuesday March 13, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology
Minutes
Academic Staff Council Executive Meeting

Tuesday, February 7, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center

1. Call to Order: Meeting was called to order at 1:35 P.M.
Present: Terry Wirkus, Patrick Barlow, Andrea Higgins, Scott Stine, Brenda Leahy, Susan Hauber

2. Approval of Minutes for January 17, 2012 Full Council Meeting: Minutes will be voted on at the February 14, 2012 General Council Meeting.

3. Professional Development Grants: Discussed meeting with Betsy Morgan, Interim Provost. Discussed eligibility and the distribution of funds for PD Grants to NIAS and IAS. The language in the Bylaws needs to be revised to reflect this change.

4. Retirement Proposal: Discussed Act 32 and the WRS. Council wants the academic staff to be aware of meetings discussing proposed changes. Notices should be for informational purposes only. An email was sent out about a specific meeting presented by a lobbyist for the AFSCME. Patrick Barlow made a motion that the ASC send out notices about all meetings the ASC is aware of covering this topic; seconded by Scott Stine. All in favor.

5. Personnel Rules: Discussed Discretionary Merit Compensation (DMC). Discussed the Qualtrics survey sent out by UW Madison.
Regarding tuition reimbursement, we should get information about how other campuses offer this benefit.

6. Search & Screen Updates: Discussed open forums for Provost candidates. Bruce Riley is the new Dean of Health and Allied Sciences. Patrick Barlow is on the search and screen committee for the Network Services Supervisor position. Scott Stine is on the search and screen committee for the Wellness Coordinator position.

7. Old Business: None

The 2016 Academic Staff Leadership Conference will be held on the UW-L campus.

9. Adjournment: Susan Hauber made a motion to adjourn meeting. Seconded by Scott Stine. All in favor. Meeting adjourned at 3:00 P.M.

Next meeting: ASC Full Council Meeting
Tuesday February 14, 2012
1:30 P.M. to 3:00 P.M.
Tuesday, January 17, 2012
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center

1. Call to Order: Meeting was called to order at 1:35 P.M. Present: Brenda Leahy, Terry Wirkus, Jennifer Bell, Susan Hauber, Tracy Noyes, Joshua Rybaski, Andrea Higgins, Aaron Koepke, Patrick Barlow. Guest: Sandy Grunwald

2. Approval of Minutes: December 6 and 13, 2011: Minutes for December 6 and December 13 were approved. All in favor.

3. Guest Sandy Grunwald discussed the HLC (Higher Learning Commission). Sandy is serving as the HLC liaison for UW-L. She gave the Council a document that lays out the timeline for UW-L and some of the more immediate decisions to be made regarding the choice of a major quality initiative associated with the 2015-2016 site visit from the Higher Learning Commission. In the cover letter, Betsy Morgan states, “After hearing from Senate, Academic Staff Council and Student Senate, Deans’ and Provost’s council, and Student Affairs, the Chancellor’s cabinet will make the final ascertainment and assemble an appropriate team to attend HLC.” The ASC made the following suggestions:
   - The Council strongly feels that “Sustainability” should be a “Potential Idea” (Table 1).
   - Some Council members would like to see the Murphy Learning Center grow.
   - Potential Ideas should have a broader focus.

4. Search & Screen Updates: The Provost search has begun. Candidates have been identified who will interview for SOE. S&H—candidates meet in 2 weeks? A chair has been elected for the Continuing Ed search and screen committee. The new HR director will start February 13, 2012.

5. Personnel Rules – ASPRO: Doug Salmon has agreed to be a nominee for the Personnel Rules committee. His name will be forwarded to UW System. Brenda Leahy will send him a thank you for offering to do this. Terry Wirkus will forward the Personnel Rules recommendations to ASPRO.

6. Professional Development Grants Cycle 2: February 1, 2012 is the deadline for PD proposals. Terry and Brenda will do a video broadcast.

7. Old Business: Patrick Barlow wants the ASC to find someone to replace him on the Branding Committee.

Minutes
Academic Staff Council General Meeting

Tuesday, December 13, 2011
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center

1. Call to Order: Meeting was called to order at 3:00 P.M.
Present: Brenda Leahy, Terry Wirkus, Scott Stine, Kate Demerse, Jennifer Bell, Tracy Noyes, Susan Hauber, Aaron Koepke, Joshua Rybaski, Patrick Barlow, Andrea Higgs.
Guest: Dave Faulkner

2. Approval of Minutes: Motion to approve minutes from November 22, 2011 made by Joshua Rybaski; 2nd, Scott Stine. All in favor.

3. Mohamed Elhindi– Media Site and Dave Faulkner: Mohamed Elhindi appeared by media site to give the ASC an update on ITS. Discussed 5-year plan for IT Services to UW-L. Also discussed Training Teams, Eagle Help Desk, Digital Measures, and the need for a better Security Model. An Ad Hoc Committee has been established for Security Model. If the ASC needs more information about Digital Measures, Elhindi would be glad to give a presentation. Dave Faulkner answered Council questions about longevity of student accounts, rationale for changing procedures at Eagle Help Desk, future procedures, and the remote help desk in Murphy Library.

4. Search & Screen Updates: HR Director: HR staff gave their suggestions to Bob Hetzel. A decision might be announced next week. Start date might be mid-January.
OIR Director: Offer should be made soon. ITS: Two candidates will be interviewed for Classroom Support Positions.

5. Professional Development Grants: Brenda Leahy gave a recap of the Executive Committee’s discussion of IAS representation and funding. Discussed funding support from UW System and distribution of funds by UW-L. Aaron Koepke made a motion that the PD Committee make a decision about IAS funding by February 14, 2012. Seconded by Joshua Rybaski. All in favor.

6. Old Business: Patrick Barlow wants to know if his replacement on the Branding Committee should come from the Council. Barlow suggested that the ASC have an informal meeting with Jill Billings, 95th District Assembly seat. The purpose of the meeting would be to share information about UW-L and the role of NIAS.


8. Adjournment: Scott Stine made a motion to adjourn the meeting at 3:00 P.M. Rybaski seconded. All in favor.
Minutes
Academic Staff Council Executive Meeting

Tuesday, December 6, 2011
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center

1. Call to Order: Meeting was called to order at 1:30 P.M.
Present: Terry Wirkus, Brenda Leahy, Scot Stine, Patrick Barlow, Andrea Higgins
Guest: Sheila Wirkus

2. Professional Development Grants: Discussed IAS eligibility, history of giving awards, and the intent of funding. Bring this issue to the General Council. Patrick Barlow will get the number for total IAS/NIAS. Wirkus suggested that the PD committee send a letter to the Council stating why a PD grant proposal from IAS is not eligible to receive funds from the ASC. The ASC executive and general committees need to discuss this issue.

3. Search & Screen Updates: Discussed HR Director interviews. IRE candidates will be interviewed Thursday and Friday. The new Institutional Analyst started last week. Wirkus said there are some Media Specialist openings.

4. Discuss questions for Mohamed Elhindi on updates in IT – December 13, 2011: Mohamed is unavailable but he would like to give ITS updates on a media site. He would like someone to represent him at the meeting.

5. Old Business: Andrea Higgins is still acting as the Madison representative. She is sharing information with Scot and Aaron. Diane Sasaki will stay on the Textbook Oversight Committee.


7. Adjournment: Meeting adjourned at 2:55 P.M.

Minutes
Academic Staff Full Council Meeting

Tuesday November 22, 2011
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center

1. Call to Order: Meeting was called to order by Brenda Leahy at 1:30 P.M.
Present: Brenda Leahy, Terry Wirkus, Joshua Rybaski, Jennifer Bell, Scott Stine, Aaron Koepke, Andrea Higgins, Patrick Barlow, Susan Hauber
Guest: Chancellor Gow

2. Approval of Minutes for November 1, 2011 Full Council Meeting: Motion to approve with correction. First, Andrea Higgins; seconded by Aaron Koepke.
3. Chancellor Gow: The chancellor discussed the budget lapse/rescission. In regard to tuition reimbursement, it has to be a system-wide benefit. Talked about Carmen Wilson’s position. Some staff would like it to be full time. We might get the new HR director on board about this since it concerns affirmative action. The interim provost will be Betsy Morgan. Ad for a new provost will go in to the Chronicle next week. Discussed the term “faculty status”. The chancellor thinks the Council should speak with the Faculty Senate about IAS representation.

4. ASPRO Personnel Guidelines Recommendations: the Council thinks that our constituency was represented well by sending out Troy Richter’s Unclassified Staff Personnel Rules Recommendation.

5. Professional Development Grants:
   - ASC Bylaws: Discussed eligibility for PD Grants and statement in the bylaws regarding representation. Discussed IAS and faculty status. Wirkus stated that this should be handled at the committee level.
   - Funding: Concern was expressed about using the funds in a balanced way. They should be spread over every cycle. Wirkus stated that HR still needs to fix the email list so that everyone represented by the ASC receives our email announcements. HR should follow up on this. Patrick Barlow made a motion that the PD Committee revisit Audrey Mouser Elegbede’s PD Grant request. Seconded by Aaron Koekpe.

6. Textbook Oversight Committee – ASC Representation: Brenda Leahy will ask Diane Sasaki about this position.

7. Search & Screen – Updates. Interviews for HR Director are scheduled. Four candidates will be interviewed. Brenda Leahy discussed recent Title Review Committee meeting. Committee recommendations are: Resumes should be required as part of the review process; an informational session should be held each spring regarding career progression so that eligible candidates have time to prepare application materials; a reminder should be placed in the HR Newsletter in June.

8. Old Business: None


10. Adjournment: Meeting adjourned at 3:00 P.M.

Next Meeting: ASC Executive Meeting
Tuesday December 6, 2011
126 Wing Technology Center
1:30 P.M. – 3:00 P.M.

Minutes
Academic Staff Council Special Full Meeting

Tuesday November 1, 2011
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center
Present: Brenda Leahy, Terry Wirkus, Scott Stine, Andrea Higgins, Sue Hauber, Tracy Noyes, Kate Demerse, Aaron Koepke, Patrick Barlow
Excused Absence: Jennifer Bell
Guest: Troy Richter

1. Call to Order: Meeting was called to order at 1:30 P.M.
2. Approval of Minutes for October 4 and October 11, 2011: Andrea Higgins made a motion to approve the minutes for both meetings; seconded by Scot Stine. All in favor.
   Troy is the chair of the Salary & Personnel committee. He reported on the Tier 1 recommendations for the Unclassified Staff Personnel Rules. According to the timeline, new rules should be implemented by July 2013. Terry Wirkus presented some issues put forth by ASPRO. They are similar to Tier 1. Troy Richter suggested that the report be sent to Chancellor Gow and copied to Joy Gutknecht. Aaron Koepke made a motion to approve Tier 1; motion seconded by Tracy Noyes. All in favor. Terry Wirkus would like to put the Tier 1 recommendations on the ASC website so that it can be shared with everyone.
4. Search & Screen Approvals: Terry Wirkus reported. The search & screen committee choices for the Continuing Education & Extension director were sent out last week for approval. Scot Stine made a motion to approve the choices for a Provost Search & Screen. Patrick Barlow seconded. All in favor. The names will be forwarded to HR. Patrick Barlow suggested that the S&S committee of the ASC re-evaluate the standards or experiences it is looking for when deciding on S&S committee members. Tracy Noyes suggested that we develop a rubric to use when choosing volunteers for the S&S committees. Sue Hauber updated the committee on the HR Director search; Patrick on the IR search.
5. Professional Development Grants: We are still waiting on a verification of the budget. Scott Stine made a motion to approve Chris Helixon’s PD Grant Proposal. Seconded by Kate Demerse. All in favor. Audrey Mouser Elegbede was not granted funding because she is not Academic Staff. The next deadlines for PD Grant Proposals are February 1, 2012 and June 1, 2012. The proposal forms still need to be made electronic. Andrea Higgins said the PD committee is working on new questions.
6. Old Business: Joint Legislative/Regent committee hosted the debate for the 95th District Assembly seat. A link to the debate is on Campus Connections. Tracy Noyes is on the web oversight committee.
7. New Business: Andrea Higgins is doing New Student Orientation so she will not have the time to act as the Madison Representative. She asked if other council members could share the responsibilities with her. Scot Stine and Aaron Koepke expressed interest.
8. Adjournment: Tracy Noyes made a motion to adjourn the meeting at 3:00 P.M. All in favor.

Next Meeting: A tentative date was set for Tuesday November 22, 2011 from 1:30 to 3:00 P.M. in 126 Wing.
Minutes
Academic Staff Council General Meeting

Tuesday October 11, 2011
1:30 PM to 3:00PM
126 Wing Technology Center

1. Call to Order: Meeting was called to order at 1:34 P.M. Present: Brenda Leahy, Terry Wirkus, Patrick Barlow, Susan Hauber, Kate Demerse, Scott Stine, Aaron Koepke, Joshua Rybaski, Andrea Higgins, Jennifer Bell, Tracy Noyes

Guest: Mary Beth Vahala

2. Approval of Minutes for September 13, 2011: Minutes approved for September 13, 2011. First, Scott Stine; Seconded by Aaron Koepke.

3. 1:30 P.M. Mary Beth Vahala to represent Larry Ringgenberg: Update on New Student Center Committee Planning: Larry Ringgenberg and Mary Beth are the academic staff representatives on the new Student Center Planning committee. Mary Beth gave us a background on the need for a new student center. The cost must be funded the students. The choices are to renovate the old center or to build a new one. Focus groups will be held by the consultants on October 19 and 20, 2011. They hope to break ground in 2013 and have the new building open in Fall 2015. May Beth also reported on the dining services contract, which will be expiring the end of the fiscal year. They will be accepting new bids for this contract.

4. Joy Gutknecht: Personnel Issues: Joy was unable to attend the Council meeting. Terry and Brenda will meet with her later in the week.

5. Personnel Systems Review: Patrick Barlow spoke to the Council about this issue. A new personnel systems will be created with new language. Patrick presented a timeline that has 6 phases. It must be in place by 2013. We need to have representation from across the System. The UW System is seeking nominees to represent our constituency on the Personnel Systems Review Task Force. Chancellor Gow has requested that we send him the names of people that we would like to nominate for this task force. He needs to forward the names to the UW System by Friday October 14, 2011. Kate Demerse spoke about the Salary & Personnel committee. They have elected Troy Richter as the committee chair. The Council thinks it best to let the S&P committee navigate the systems review. Send any information to Kate. Kate Demerse made a motion to nominate Troy Richter for the nomination on the Personnel Systems Task Force. Joshua Rybaski seconded. All in favor.

Terry Wirkus explained the meaning of ASPRO.

6. Search and Screen Updates: Susan Hauber reported on the HR Director search. The AD will come down soon; it needs to be posted for 30 days. After that they will start
looking at resumes. Terry Wirkus reported on the search for a media specialist. They have had 62 applicants. Patrick Barlow reported on the search for a Director of Institutional Research (IR). One candidate has been interviewed.

7. Committees: The Bylaws, Elections & Procedures/Policies committee will meet after today’s Council meeting. Salary & Personnel and the Bylaws committees will email their minutes to the ASC office. The Joint Legislative Regents and the Professional Development committees will meet tomorrow, Wednesday October 12. Patrick Barlow spoke about the GQA Plan.

8. Prior Learning Assessment: Drea Higgins and Patrick Barlow reported on this item. Drea said that some schools in the UW System have implemented a prior learning assessment. Patrick said that the goal is to accept more students into the system and to facilitate their progress and graduation.

9. Tuition Reimbursement: Scott Stine. The Professional Development committee will place the tuition reimbursement idea on their agenda. It was suggested that the PD committee meet with Joy Gutknecht about this idea. Terry Wirkus showed an overhead of the document “Tuition Assistance and Benefits Available to UW System Employees” (2009)

10. Old Business: None

11. New Business: None

12. Adjournment: Brenda Leahy made a motion to adjourn the meeting at 3:05 P.M. Joshua Rybaski, first. Scot Stine, second.

Next Meeting: Academic Staff Council Executive Meeting
Tuesday November 1, 2011
1:30 to 3:00 P.M.
126 Wing Technology Center

Minutes
Academic Staff Council Executive Meeting

Tuesday October 4, 2011
1:30 P.M. to 3:00 P.M.
126 Wing Technology Center

1. Call to Order: Meeting was called to order at 1:30 P.M.
Present: Terry Wirkus, Brenda Leahy, Patrick Barlow, Susan Hauber, Scott Stine.
Absent: Andrea Higgins
2. Approval of Minutes for September 6, 2011: Motion to approve. First, Sue Hauber, seconded, Scott Stine. All in favor.
3. ASC Fall Kick-Off and Excellence Award – Review: Council concluded that the event was successful. Next year the names of the presenters should be listed on the first slide of the PowerPoint presentation. Hopefully, this will remind attendees to visit the presentations. Email the presenters asking them to send the ASC an electronic version of their presentation so that it can be posted on the ASC website.

4. Committees: Convener letters were sent to the council reps.

5. Vote on Resolutions; Letter to Chancellor: With the exception of one, the recommended proposals for Concealed Carry Law Wisconsin Act 35 and the Smoke Free Wisconsin Act 32 were approved in an email vote. A letter was emailed to the chancellor.

6. Search and Screen Update: Sue Hauber reported on the HR Director search. We have been encouraged to recruit and we have a good pool of candidates. Ads will end October 10 or 13, 2011. Patrick Barlow is the chair of the search and screen committee for Institutional Research Office Personnel. Terry Wirkus is on the search and screen committee for Media Specialists.

7. Personnel Systems Review: Patrick Barlow gave a review of this meeting. A new personnel systems will be developed. Governance at each campus should put together a list of concerns. A task force needs to be created to look at System language. Now is the time to make suggestions if there is concern about the language that is in place. Patrick will present this review at the next general meeting.

8. New Student Center: At the next general meeting, Mary Beth Vahala, representing Larry Ringgenberg, will present an update on the committee planning for the new student center.

9. Prior Learning Assessment – Andrea Higgins was not available. Patrick Barlow spoke about this issue. The University needs to create a plan to give students credit for prior learning and has to devise a way that they can test out of GE classes. This topic will be discussed at the next ASC general meeting.

10. Old Business: Tuition Reimbursement to be discussed next week.

11. New Business: Patrick gave reviews of the JPB meeting and Madison discussions.

12. Adjournment: Meeting was adjourned at 2:50 P.M. First, Sue Hauber; seconded Brenda Leahy. All in favor.

Next Meeting: Academic Staff Council General Meeting
Tuesday October 11, 2011
1:30 to 3:00 P.M. 126 Wing Technology

Minutes
Academic Staff Council General Meeting
Tuesday September 13, 2011
1:30 PM to 3:00PM
126 Wing Technology Center

1. Call to Order: Meeting was called to order by Brenda Leahy at 1:30 PM
Present: Brenda Leahy, Terry Wirkus, Kate Demerse, Scott Stine, Patrick Barlow, Aaron Koepke, Susan Hauber, Josh Rybaski, Tracy Noyes.

2. Approval of Minutes for August 9, 2011; Motion to approve minutes. First, Aaron Koepke; Seconded by Scott Stine. All in favor.
3. 1:30 P.M. Scott Rohde and Scott Schumacher:
   a. Discussed new parking ramp – cost, rates, other changes:
      Scott Rohde gave a brief history of the parking situation on campus. Discussions
      have been revitalized due to the future plans of UW-L. There will be more building
      on campus, such as the replacement of Cowley Hall, which will also take up half of
      the adjacent parking lot. Enrollment is higher. The Campus Police facility is
      inadequate.
   b. Concealed Carry: Concealed Carry law will be effective November 1, 2011.
      Discussed new language in resolution and signage. Buildings can be restricted. Not
      covered: Parking lots, grounds, open spaces, unenclosed athletic areas. Council
      discussed the restriction of all guns from academic buildings. The resolution should
      be as restrictive as the law allows.
      Smoking policy: Ban should be enforced 25 feet from buildings. We need a uniform
      policy. Susan Hauber made a motion to vote on the Smoke Free Policy. Andrea
      Higgins seconded. All in favor. Send an email to the ASC to let them know that we
      will be voting for the resolutions by email. September 30, 2011 is the deadline.

4. 2:00 P.M. Joy Gutknecht:
   a.) Our contact list to reach NIAS and select IAS
   b.) The NIAS - IAS declaration at hire
   c.) Retrieval of pertinent information from the HRS database

      Have worked with IT so all will get emails. Regarding split appointments-there is no list
      of what people have declared for representation. She will report back on faculty status
      and people knowing about their status. IAS will have faculty status. Must meet with Kari.
      RE: HRS. We will work on developing new reports.

5. 2:30 P.M. Penny Tiedt: NCUR Gave a history of NCUR conventions on campus. We
   have been asked to consider bidding for 2014 (correct date?) event. Penny wants to
   inform all of the governance groups to see if they are interested and if they will volunteer
   to help. This is a good experience for students and faculty and there is an economic
   impact.

6. Committee Charges: Council reps will receive convener letters

7. Update on Campus Search and Screen Committees: Reported by Terry Wirkus.
   SOE and dean search for S&H are open until 5:00 P.M. today.

   As of 1:00 P.M. today the following have expressed an interest in being on the SOE
   search & screen: Damian Parks, Guy Herling, Sandy Keller, and Sheila Wirkus.

   The following want to be on the dean search for S&H: Damian Parks, Guy Herling, Josh
   Whitman, Becky Vianden, Elizabeth Theede (spelling?), and Tim Walls.
8. Prior Learning Assessment – Drea Higgins. Will be discussed at a later time.

9. ASC Kickoff – Monday September 19, 2010, 3:00 P.M. to 4:30 P.M. in Cartwright Port O’ Call. All Council members should attend. Paul Rifkin will receive the 30-year certificate.

10. Old Business: No discussion

11. New Business: Patrick Barlow will substitute for Drea Higgins at the September 30th Joint Legislative/Regents meeting in Madison.

12. Adjournment: Meeting adjourned at 3:00 P.M. First, Joshua Rybaski; seconded Andrea Higgins. All in favor.

Next Meeting: Academic Staff Executive Meeting
Tuesday October 4, 2011
1:30 to 3:00 P.M.
126 Wing Technology Center

Minutes
Academic Staff Council Executive Meeting
Tuesday September 6, 2011
1:30 PM to 3:00PM
126 Wing Technology Center

1. Call to Order: Meeting was called to order at 1:40 P.M. by Brenda Leahy
Present: Brenda Leahy, Patrick Barlow, Susan Hauber, Terry Wirkus, Andrea Higgins

2. Approval of Minutes for August 2, 2011: Motion to approve. First: Susan Hauber; Seconded by Patrick Barlow. All approved.

3. Committees: Bylaws, Election & Procedures/Policies Committee needs to look at specific charges for each committee: Bylaws committee should recommend new cycle dates. Need to ask Joy Gutknecht if IAS have faculty status. Can IAS apply for PD Grants? Student ID’s may have to be reworked. We do not know what the new policy will be. Discussed convener letters.

4. Concealed Carry: Scott Rohde is adding some new language to the concealed carry proposition. He will visit the ASC on September 13, 2011.

5. Academic Staff Council Kick-0ff and Excellence Award: Reviewed the program for the kick-off. Check with Vickey to see if she got the menu. Make certificate for people who have completed 30 years service. Mention cycles for PD Grants

6. Academic Staff Council E-mail List: Need to ask Joy Gutknecht about this issue.
7. Education Reimbursement Benefit: Need to create a resolution and present to Chancellor Gow: Give this item to the PD committee.

8. Morale Booster Ideas: No discussion


10. Old Business: Andrea Higgins cannot attend the Joint Legislative/Regents Committee meeting this month. Need a substitute.

11. New Business: The new council member list needs to be updated on the website.

12. Adjournment: Meeting adjourned at 2:25 P.M. First, Sue Hauber; seconded, Drea Higgins

Next Meeting:
Academic Staff Council General Meeting
Tuesday September 13, 2011
1:30 PM – 3:00 PM
126 Wing Technology Center

Minutes
Academic Staff Full Council Meeting
Tuesday August 9, 2011
2:00 PM – 3:30 PM
104 Wing Technology Center

Present: Brenda Leahy, Patrick Barlow, Jennifer Bell, Susan Hauber, Scott Stine, Aaron Koepke

1. Call to Order: Meeting was called to order at 2:05 P.M.
2. Approval of Minutes for June 14, 2011: Jennifer Bell made a motion to approve minutes. Scott Stine, second. All in favor.
3. Committees: Discuss Charge for Committees: We should send charge letters to each committee. Each council member should look at the responsibilities of each committee to see if we should give any specific charges for the upcoming year. This should be on the agenda for next meeting and then send out letters after the meeting.
4. Update on campus search and screen committee volunteers:
   - HR Director Search & Screen: There are 5 Academic Staff members on the committee. The Chancellor has also requested the names of Academic Staff that were not selected since he has two appointments to make.
   - Academic Staff have been asked for nominations for the Search & Screen committees for the College of Science and Allied Health dean search and the
Director of the School of Education. These searches have been placed on hold until September.

- A representative from Academic Staff has been requested to discuss the implementation of the newly passed Concealed Carry Law.

5. Academic Staff Council Kick-Off and Excellence Award: Add some healthier items to the menu such as fruit.

6. Professional Development Grants: Discussed the affect of representation on eligibility for receiving a PD Grant from the Academic Staff Council. If a person is half academic staff and half non-instructional academic staff, they should be eligible for a PD Grant from the Academic Staff Council. We need to understand how the e-mail list for NIAS is generated.

7. Old Business: Discussed Education Reimbursement. Jennifer Bell reported on the practices of other campuses in the UW System. Susan Hauber will e-mail the old policy on education reimbursement to all Council members.

8. New Business: At the next meeting the Council needs to suggest ways of boosting employee morale.

9. 2:45 Bob Hetzel:

- HR Director Search: the search committee is convening next week or the week after. We are searching for a seasoned professional with experience in higher education. We hope the candidate can start in December or January. We will be conducting interviews with HR and other departments to hear what qualities they are looking for in a candidate.

- Budget update: We are poised to handle the budget cuts for the 2013 biennium.

- Benefit changes and employee contributions: HR is conducting forums on the changes to health insurance. A council member asked if HR could keep track of the number of people changing their health insurance due to higher premiums. Bob thought it a good idea and will look into that suggestion.

Bob would like Scott Rohde and Scott Schumacher to visit the Council at the next general meeting to discuss the new parking ramp.

10. Adjournment. Meeting adjourned at 3:30.

Next Meeting:
Academic Staff Executive Council Meeting
Tuesday September 6, 2011
1:30 PM – 3:00 PM
104 Wing Technology Center

Minutes
Academic Staff Council Executive Meeting
Tuesday August 2, 2011
1. **Call to Order**: Meeting was called to order at 1:30 P.M. 
   Present: Terry Wirkus, Patrick Barlow, Andrea Higgins, Scott Stine
2. **Approval of Minutes**: Motion to approve minutes from June 6, 2011 executive meeting. First, Patrick Barlow; second, Andrea Higgins. All in favor.
3. **Committees**: **Discuss Non Instructional Grievance Committee**: Patrick Barlow questioned why the Bylaws prohibit Academic Staff Council members from being committee members of the Non Instructional Grievance Committee. Terry Wirkus stated that all ASC members be taken off the Non Instructional Grievance Committee until the Bylaws Committee studies the responsibilities of the Non Instructional Grievance Committee. It was decided that the Bylaws Committee should look at the charges of all the committees.
4. **ASC Fall Kick-Off and Excellence Award**: Discussed the sequence and organization of the Kick-Off to new members. The menu will be discussed at the general meeting on August 9.
5. **Professional Development Grants**: Discussed questions about IAS representation. The ASC will discuss this issue at the next general meeting, as well as HR procedures during new faculty orientation regarding representation.
6. **University Budget Committee – Updates**: None
7. **Old Business**: The issue of providing University courses to employees at no charge. The Council will discuss this with Bob Hetzel
8. **New Business**: Discuss Agenda for August 9, 2011 Full Academic Staff Council Meeting: Council needs to meet with Bob Hetzel. To accommodate his schedule on August 9, 2011, the meeting time has been changed on that date only to 2:00 P.M. until 3:30. We hope to meet with Bob at 2:45.

   The following items also will be on the agenda: Charge for the Committees, Fall Kick-Off, IAS representation.

9. **Adjournment**: Motion made to adjourn meeting. First, Scott Stine; second, Andrea Higgins. Meeting adjourned at 1:25

Next Meeting:

Full Academic Staff Council Meeting  
Tuesday August 9, 2011  
2:00 to 3:30 PM  
126 Wing Technology Center

Minutes  
Academic Staff Council Full Meeting  
Tuesday June 14, 2011
1:30 P.M. to 3:00 PM
126 Wing Technology Center

Present: Brenda Leahy, Terry Wirkus, Jennifer Bell, Andrea Higgins, Aaron Koepke, Joshua Rybaski, and Scott Stine

1. Call to Order: Meeting was called to order at 1:30 PM
2. Approval of minutes for May 9, 2011 and May 23 – Special Meeting: Motion to approve:
   1. Joshua Rybaski, 2. Aaron Koepke. Minutes for May 9, 2011 and May 23, 2011 were approved.
3. 1:30 PM Chancellor Gow
   a. Introduced the new council members
   b. University Budget Update
      Discussed:
      • Tuition flexibility and tuition authority and how this issue affects staff compensation
      • WISC NET Language, which is a consortium of UW entities that provides broadband to libraries, schools, etc.
      • Collective Bargaining
      • Chancellor commented that the UW-L has planned well for the budget cuts
      • Pay Plan
      • Student Voter ID
      • Conversion Credits

   c. Effects of Retirements: The many retirements will result in the loss of combined knowledge and experience
   d. Questions about benefits: Chancellor will consider and study tuition reimbursement as a possible benefit
   e. Other questions:
      • Do some governance groups have more authority than others? It depends on the issue.

4. Academic Staff Council Kick-off and Excellence Award: 3:00 to 4:30 Monday September 19, 2011, in Cartwright Port O'Call. Reservation has been confirmed. Joshua Rysbaski will see if Al Trapp and the Foundation can provide money for refreshments

So far, Will Van Roosenbeek has offered to provide a poster.
We need to contact the chancellor’s office to see if he is available for the Excellence Award presentation.

5. Professional Development Grants: Jennifer Bell will stay on PD committee to review the proposals for Cycle 3. A decision should be made by the week of June 20, 2011.

6. Committees – Assignments: The committee chart has been updated. It will be emailed to Terry and Brenda.
7. 2:30 Mohamed Elhindi. To discuss email updates, naming convention and any other changes.
   Mohamed Elhindi was not available to come to the meeting. He has been invited to the August 9, 2011 Full Council meeting.

8. 2011 UW-System Academic Staff Professional Development Conference:
   Discussed the Academic Staff Professional Development Conference at UW Fox Valley July 14 and 15. No one is available to attend.

9. Old Business: None
10. New Business: None
11. Adjournment: Motion to adjourn meeting at 3:00 PM

1. Scott Stine, 2. Joshua Rybaski

Next Meeting: ASC Executive Committee Meeting:
August 2, 2011 1:30 - 3:00
Full Council: August 9, 2011 1:30 – 3:00
104 Wing Technology Center

Minutes
Academic Staff Council Executive Meeting
Monday June 6, 2011
3:00 PM to 4:30 PM
126 Wing Technology Center

1. Call to Order: 3:00 PM

Present: Terry Wirkus, Brenda Leahy, Sue Hauber, Patrick Barlow, Andrea Higgins, Scott Stine

Next General Meeting is at the new time: Tuesday June 14, 2011, 1:30 PM to 3:00 in 126 Wing Technology.

2. June 14, 2011 General ASC Meeting

Chancellor Gow will attend the next ASC General Meeting at 1:30 PM. We would like to discuss the following issues:

- Introduce new members
- Update on University Budget
- Effects of Retirement
- Scott Stine should ask the chancellor some questions he has regarding benefits, such as membership to Recreation Eagle Center, tuition reimbursement
Mohamed Elhindi, CIO, will visit the Council on June 14, 2011 at 2:30. We would like to ask him questions about email updates and naming convention. We need an update and a rationale for changes. We want to know if there will be changes to other software, e.g., Wings. Ask about any other technology issues that are of concern.

3. Academic Staff Council Kick-off and Excellence Award - 3:00 to 4:30 Monday September 19, 2011, in Cartwright Port O’Call. Reservation has been confirmed.

- The plaque for the Excellence Award needs to be updated
- Ask Joshua Rybaski about Admissions Office providing refreshments
- Ask PD Grant awardees for this FY to display posters about the conferences they attended

4. Professional Development Grants: Andrea Higgins thinks that the 2010 – 2011 Professional Development Committee should review the proposals for Cycle #3. She suggested that the PD Committee should sit through the fiscal year rather than the academic year because the funds are coming from this current fiscal year rather than the new FY that begins, in this case, on July 1, 2011

We are requesting the By-laws Committee to look at making this official as of the Fall 2011 semester.

5. Committees – Assignments: Reviewed the responses to the Qualtrics Survey and created a new committee list for 2011 – 2012 Academic Year.

There are still some slots to fill. Maureen will make up a list of those needs and we again will ask for volunteers to fill those positions.

In the fall we’d like the Bylaws committee to look at the Non-Instructional Hearing Body committee and the Non-Instructional Grievance committee to see if they should be combined into one committee or continue to stand apart.

Bylaws committee should also look into whether the alternates should serve for one year only – with the expectation that they attend meetings and get prepared to serve as the full member in the coming year when a full member opening occurs.

6. University Budget Committee – Updates - None
7. Old Business - None
8. New Business – None
9. Adjournment: Motion to adjourn at 4:20 P.M. All in favor.

Next Meeting: First Tuesday of August or when issues require it to meet.

Minutes for Academic Staff Full Council Special Meeting

Monday May 23, 2011
3:00 P.M. to 4:30 P.M.
126 Wing Technology Center

Present: Terry Wirkus, Brenda Leahy, Patrick Barlow, Andrea Higgins, Susan Hauber, Scott Stine, Aaron Koepke, Kate Demerse, Joshua Rybaski, Jennifer Bell, Tracy Noyes

1. Call to Order: Meeting was called to order at 3:00 P.M.

2. Professional Development Grants – Cycle 3 – Next due date June 1, 2011:
   - Explained the PD Grant Cycles to new council members. Ask that they remind colleagues
   - Send out a reminder that the next deadline is June 1, 2011
   - The remaining balance for Cycle #3 is $4,627.00

3. Graduate Studies Mission and Vision Statement:
   - The Graduate Studies Mission and Vision Statement was sent to all members.
   - Motion to vote for approval: 1. Patrick Barlow 2. Joshua Rybaski. The Graduate Studies Mission and Vision Statement was approved. All in favor.
   - Email Dean Benson and V.J. Agarwal to let them know that the statement has been approved.

4. Committees:
   - Send out committee needs on Tuesday. Note if a council representative is needed.
   - Reviewed the committee list with new members. The following volunteered to be council representatives:
     - Bylaws, Election, and Policies/Procedures: Sue Hauber
     - Professional Development: Andrea Higgins
     - Salary & Personnel: Kate Demerse
     - Search & Screen: Joshua Rybaski
     - Joint Planning & Budget (the council rep must be the vice chair of the ASC): Patrick Barlow
     - Joint Legislative/Regents Relations Committee: Drea Higgins
   - Typo – Mary must be changed to Marv (Marvin) on the Joint Minority Affairs list

5. Excellence Award: Reserve Port O’ Call for the award ceremony. It will be held September 19, 2011 from 3:00 PM until 4:30 PM. After room is reserved Brenda Leahy will inform the winner.

6. University Budget Committee: According to Bob Hetzel there will be no budget related layoffs.

7. Regent Stan Davis Visit: Patrick Barlow attended his visit. Main point: When the UW System was formed, it had to pass through several education committees. The breakup of the System should be more than an item in the Budget Repair Bill. At this time, there is less support for a UW-Madison separation. No final vote yet.

8. WI Idea Partnership: No discussion

9. Old Business: Election of Officers:
   - Co-chairs of ASC: Terry Wirkus and Brenda Leahy. Motion to vote. 1. Sue Hauber 2. Andrea Higgins. All in favor.
   - Vice Chair (also serves on JPB): Patrick Barlow
10. New Business:

a. Brenda Leahy: The ASC and HR will co-sponsor a workshop on changes in Chapter 10.

b. New time and day for Academic Staff Full Council Meeting: 2\textsuperscript{nd} Tuesday of every month at 1:30PM to 3:00PM. Effective immediately.

c. Scott Stine suggested that UW-L employees receive the following benefits:
   - free membership to Eagle Rec if attended 3 times a week
   - Educational reimbursement for classes taken at UW-L that count towards a degree

   These items will be placed on the next Full Council meeting agenda.

11. Adjournment. Meeting adjourned at 4:30 PM
2. Approval of Minutes for April 11, 2011: Minutes approved. First, Andrea Higgins, 2nd, Ryan Bronkema. All in Favor.
3. Academic Staff Council Elections: Discussed voting eligibility. 2010 – 2011 members will vote at this meeting. 2011 – 2012 members will vote at the next meeting.
4. Professional Development Grants – Cycle 3 - Next due date June 1, 2011: Explained to the new members that there are 3 cycles. An email will go out to remind people of the next deadline.
5. V.J. Agarwal: Mission and Vision Statements for Graduate Education and the Office of Graduate Studies. This is a new task force whose objective was to study the graduate programs and how they fit into the overall programs of the University. We are basically an undergraduate institution with a few graduate programs. V. J. Agarwal asked the ASC to give a recommendation of the mission statement. Terry Wirkus asked him if we could email the recommendations of the ASC during the next 2 weeks. V. J. said that would be fine.
6. Dennis Kline - Smoking Policy Recommendations: He presented the findings of a campus-wide smoking survey. The current policy states that there is to be no smoking within 25 feet of every building. The new policy recommendations designate 3 specific areas for smoking.

Dennis said that 2 of 3 governances groups have disapproved of the new policy.

Motion to vote on the Smoking Recommendation: First, Andrea Higgins, Second, Susan Hauber.
3 Approve the Smoking Recommendation
5 Disapprove the Smoking Recommendation

The ASC voted to not support the new Smoking Recommendation

The major concern for disapproving was lack of enforcement and lack of consequences. All comments should be sent to Dennis Kline.

7. Tracy Noyes: December 2011 Commencement Ceremony: The committee is working on the move to the La Crosse Center meets weekly. They are still looking into and getting estimates for Web Casting and Live Streaming. It is critical for the families of international students to have access to live streaming. Tracy said that there will be one ceremony in December rather than 3.

8. Bob Hetzel: Building Committee: Bob discussed 2 issues: 1. The current budget issues. Document Services will be outsourced to Digicopy. 2. Representation on committees, specifically the building committee for the new parking ramp. It is important to have campus-wide representation when building design is concerned.
9. Committees: New committee members need to be chosen on May 23.
10. Excellence Award: No discussion
11. University Budget Committee: No discussion
12. Regent Stan Davis Visit: No discussion
13. WI Idea Partnership: No discussion
14. Old Business: No discussion
15. New Business: New officers need to be elected on May 23.
16. Adjournment: Meeting adjourned at 3:40 P.M.

Next meeting: Special Academic Staff General Council Meeting
Monday May 23, 2011
3:00 P.M. to 4:30 P.M.
126 Wing Technology Center