ACADEMIC STAFF COMMITTEE MEETING MINUTES
Tuesday, October 31, 2006, 12:30 p.m. - 2:00 p.m.
CL 825

Present: Sherri Arendt, Sue Bodilly, Dave Dettman, Paula Ganyard, Dan Mciver,
Paul Pinkston, Grant Winslow

1. Call to Order by Chair at 12:31

2. Approve minutes of October 3, 2006 meeting → Approved with minor corrections

3. Information Exchange with the Provost → The Provost shared information about a recent conflict management conference she attended with Paula. Both agreed it was a very useful experience and the Provost commented she will order a number of books that address this issue to share with interested staff. The Provost requested that the Academic Staff Personnel Committee select members to serve on a combined faculty and academic staff hearing body. Four members from the AS Personnnel Committee and three faculty members from the Committee of Rights and Responsibilities will hear a termination for cause appeal.

4. New Business

   A. Statement of Support for the Growth Agenda → The committee agreed that it is important to distinguish the campus growth agenda from the larger UW System Growth Agenda. The committee will consider writing a letter of support for the growth agenda and drafting a resolution. Paula will determine if the Academic Staff Assembly would be required to vote on the resolution.

   B. Professional Development Fund Guidelines → It was discovered that staff can use personal funds to pay for up to half of the cost of a professional development opportunity. It had been the impression of many on campus that staff could not use their own money for the matching funds. The Professional Development Allocation committee will be contacted to issue a statement of clarification.

   C. 2005-2006 End of the Year Reports → In their end of the year report the Professional Development Committee recommended that academic staff consider the possibility of have two longer, half day, professional development opportunities instead of the usual 4-5 shorter opportunities. The ASC agreed that the shorter venues allow for more people to attend. If longer programs are scheduled it would need to be at off semester times. More input will be solicited.

   D. Academic Staff Leadership Conference 2007 → Sherri will take the lead on organizing a UW-Green Bay contingent to attend the Academic Staff Leadership Conference. The committee was encouraged to solicit possible candidates for this event to be held June 28th and June 29th at UW Superior.

5. Old Business

   A. Personnel Policies and Practices Report by the Legislative Audit Bureau → Feedback will be solicited form academic staff at the next academic staff assembly.

   B. Background Checks – The UWS has given campuses until December 1 to create their background check policy.

   C. Fall Academic Staff Assembly, November 30 → The committee members were urged to contact the chair of the committee to which they are liason and remind the chair to prepare a

brief 2-3 minute summary of activity to share at the assembly. They will also be asked to submit a more detailed written report to the ASC and to the SOFAS.

D. Academic Staff Forum, November 2

E. Campus Community Building Council – no update at this time

F. Handbook changes for hearing bodies → Tabled

G. Layoff document - update from subcommittee → Dave, Grant, and Dan stated they are reviewing the materials passed on by the Personnel Committee and will have more information at an upcoming meeting.

6. Information Items

A. ASC Chair update →
- Academic staff can be expecting an email soon detailing the use of sick time, flex time and overload pay. Questions should be forwarded to Human Resources.
- The administrator evaluation subcommittee should be starting soon. Paula will share an administrator evaluation tool developed by the Chancellor that the committee will be using as part of their discussions.
- ASC meetings will be moving to Mondays from 12:30-2:00 starting November 13.

B. System Academic Staff Reps report

C. Academic staff committee updates - none

D. General

   1. Information of interest to academic staff is posted on the SOFAS website: http:/www.uwgb.edu/sofas/

All meetings are open unless otherwise stated.

Respectfully Submitted by Dave Dettman