

ACADEMIC STAFF COMMITTEE MINUTES
December 12, 2007
12:30 p.m., CL825

Present: Sherri Arendt; Lisa DeLeeuw; Dave Dettman; Dan McIver;
Excused: Paula Ganyard; Eric Craver

1. Call to Order by Chair at 12:23

2. Approve minutes from November 28, 2007 meeting → Approved as amended

3. New Business

- a. *Shared Governance Principles and Guidelines* → Dan shared a draft of a document dealing with shared governance principles and guidelines. The purpose of the document is to establish workable guidelines for the process of shared governance based on the premise that effective policy development comes from early, active and wide collaboration and consultation. Essentially Regents and UW System is exploring how to include the voices of faculty, academic staff, and students in policy development. One possible model would be to make available individuals at various campuses' statewide who have expertise in a given issue and can provide input. It was agreed that this person should not be the Chair (although it could be if the Chair had expertise in a given area and the time to contribute) considering the many duties that come with this role.

- b. *Preference Survey and Election – Paula* → Since Paula was excused from the meeting Dan informed the committee that the ballot for academic staff governance representation will be conducted electronically. A preference survey (attempt to see who would be willing to serve in governance) will also be distributed electronically in the fall.

- c. *Pay plan* → The group discussed the pay plan for the upcoming biennium. The plan allows for a total of 5 percent (which turns into an overall 4.5 percent raise after the Chancellor takes his 10 percent discretionary money) to be distributed in three periods. The first 1.8 percent across the board will be reflected on academic staff's February

2008 paychecks and a retroactive check for the 1.8 percent from July 1st to February 1st will be distributed on February 12th.

- d. *Added Agenda Item by Chair – SGA Smoking Ban Resolution* → The committee discussed the smoking ban resolution that will be forwarded by student government. The ban would not allow smoking in the inner loop except in 1 designated area per building. The area must be 30 feet from any doors or air intake stations and will contain 4 ashtrays and appropriate signage. These areas will also contain information to help smoker's quit and advertisements for campus services related to smoking and wellness. Public Safety will not enforce the ban; rather this will be left to the SGA. Various ways for enforcing the ban are being discussed including peer to peer enforcement or hiring a "smoking patrol unit" which could consist of as little as one person roaming the campus ticketing individuals smoking outside of the designated areas. The committee agreed that reducing smoking on campus is desirable but we believe that enforcement will prove to be very difficult.

4. Old Business

- a. Leave reporting → Full time academic staff will continue to report sick leave in ½ day increments. Academic staff having less than a 100 percent contract will now report sick leave on an hour by hour basis.

5. Information Items

- a. ASC Chair Update → The Chair's update was given as part of the agenda item discussion.
- b. Provost Update → The Provost is aware of the general dissatisfaction concerning the pay plan. There has been talk about a slight increase for academic staff that are considered instructional but not administrative academic staff. The committee agreed unanimously that separating academic staff in this manner is not in the best interest of academic staff as a whole and we need to contact local legislators and the governor to voice our concerns. Sue informed the group that our allocation for the

approved growth agenda has not yet been distributed but should be soon. Sue also informed the group that there will be a link on the Provost's home page (<http://www.uwgb.edu/provost/>) to budget information, operating plans and an FAQ (frequently asked questions).

- c. Academic Staff committee updates, including System Academic Staff Reps report → Eric reported that he has forwarded the information for the Regent's Award to the Nominating Committee. Sherri informed the group on discussions taking place at the System level concerning the pay plan and shared governance. She also commented that Ron Singer, vice president of academic affairs, would like to visit each campus at some point to meet face to face with governance groups.
- d. General (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