ASC Members Present: Eric Craver, Lynn Niemi, Jamee Haslam, Joe Schoenebeck ASC Member Absent: Jan Malchow, Amy Bartelme Guests: Dana Johnson (Social Work)

Next meeting: Wednesday, October 25, 2017 1:30 pm CL 735

- I. Call to Order at 1:30PM
- II. Approval of Meeting Agenda
 - A. Additions to Agenda under New Business:
 - i. UW System Policy 136
 - ii. October 11, 2017 UW System President Ray Cross notice of UW Colleges Merger
 - iii. Joe motioned to approve amended Agenda; Lynn 2nd
 - iv. all members were in favor of approval
- III. Approval of minutes from September 27, 2017 meeting
 - A. Joe motioned to approve
 - B. Lynn 2nd the motion
 - C. All members approved
- IV. Old Business
 - A. Eric has been in contact with Greg and he will be at the next meeting 10/25/17
 - a. Questions to discuss with Greg. Greg planning to be at 10/25 meeting (Questions from last meeting's agenda are below)
 - i. Where is the university at with past budget cuts
 - 1. Where does the University stand with the enrollment increase plan?
 - 2. Is it past the time where we can't fix by increasing enrollment? Are we able to increase enrollment fast enough?
 - 3. What are next steps?
 - ii. Will there be budget cuts in the future?
 - 1. Amount and when will it need to be reduced by?
 - 2. What is the plan for this?
 - iii. Enrollment services
 - 1. Has candidate been selected?
 - 2. Concerns regarding course offerings (student apply for admissions but then had no courses to enroll in)
 - 3. Enrollment increase goals do we anticipate adding enrollment services positions to support increased enrollment?
 - iv. (Added) request informational sessions for entire campus community and leadership regarding UW Colleges merger (as more information is available)
 - B. Contract years of service language from HR in Employee Handbook
 - Suggested to add in language regarding recognition and make recognition include total state service and count all positions with the State including non permanent appointments (LTEs, project appointments, etc).
 - b. Consider using time in any WRS eligible position for recognition
 - c. Tabled for 10/25 meeting with Melissa Nash for discussion
 - C. Communication via email to AS (Eric)

- i. For now we will continue with our emails to AS and include a note that we may be transitioning to having information sent through the LOG to encourage AS to read the LOG
- ii. Will add this to discussion at December Assembly for all AS
- D. Driver Authorization (Jan)
 - a. Joe indicated he talked with Christopher Paquet Christopher indicated if a person is driving their personal vehicle on University business as in an accident that individuals own auto insurance would cover first, then if needed the University's insurance would cover after that (usually not needed). It is different if transporting students along with the employee. Suggested to rent a vehicle.
 - b. Tabled for future meeting as Jan was traveling and not at this meeting. Also would be a topic to have Melissa discuss at next meeting as well
- V. Department/Committee Reports
 - A. UWS System Rep (Eric)
 - 1. Next meeting October 25th Eric is attending
 - B. UC (Eric) Lyn attending last meeting
 - a. UW System 6-4 Chancellor and Leadership hiring system wide
 - i. Faculty Senate drafting document to send to BOR as opposition to new policy
 - ii. AS Committee is awaiting senate text and may consider drafting own text in opposition of policy due to lack of representation from both Staff governance groups; and lack of local presence on search & screen committee overall
 - b. Online programs
 - i. Course sections are saved until 2 weeks prior to term start
 - ii. Gathering information yet to make decision
 - C. Faculty Senate (Jamee)
 - i. Next meeting is today 10/11/17 update at next meeting
 - D. Title & Total Comp (Jan/ Steve Newton) only met once so update in future meetings
 - E. Personnel Committee (Lynn)
 - a. 1st meeting is week of 10/16/17
 - F. Professional Development Allocations Committee (Joe)
 - a. Going smoothly
 - G. Professional Development Programming Committee (Jan)
 - i. Jan not present tabled until next meeting. We know this committee has events scheduled
 - I. Leadership and Involvement Committee (Amy)
 - Amy not present update at next meeting

VI. New Business

- A. UW System Policy 136
 - i. Makes people safe without limiting access
 - ii. Watch to see how this moves through other governance groups, not providing feedback at this time
- B. UW Colleges merger Announcement 10/11/17
 - i. We will gain many remote AS
 - ii. Discussion to request information as to how many AS members and job titles are at UW Marinette, UW Sheboygan, UW Manitowoc
 - iii. Something to discuss with Melissa for next meeting
 - iv. Could create great opportunities, easier transfer for students

- v. Concerns expressed: additional workload issues across campus, will certain things now be centralized, any changes in position descriptions/jobs
- vi. Many details unknown so awaiting more details.
- VII. Other business/items for next meeting
 - A. Next meeting Greg Davis will join us for update on budget, etc
 - B. Consider drafting position statement to BOR re: Regent policy 6-4 (only 1 staff member on search and screen leaves out one governance group entirely)
 - C. List of AS titles and numbers from each 2 year campus (Marinette, Sheboygan, Manitowoc)
 - i. Merger discussion as new information becomes available
 - D. December Assembly Agenda and Goals
 - E. Years of Service language in Handbook, recognition years of service (HR)
 - F. Revisit Driver Authorization
 - G. Discuss ASC meetings continue biweekly or discuss monthly
- VIII. Next regular meeting: October 25, 2017 1:30 pm CL 735
- IX. Adjourn 2:25 pm
 - A. 1st motion to adjourn by Joe; 2nd by Lynn

APPROVED: 10/25/17