

**ACADEMIC STAFF COMMITTEE**  
**Meeting Minutes – 21 January 2009**  
**CL 825**

**Members:** Lisa DeLeeuw (Chairperson) Katrina Hrivnak  
Brent Blahnik Dan McIver  
Eric Craver Paul Pinkston

**Guests:** Bill Laatsch, Interim Provost

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**1. CALL TO ORDER**

- a. The meeting was called to order at 1:15 p.m.

**2. CONSENT ITEMS**

- a. The agenda was approved unanimously.
- b. The minutes from the December 17, 2008, meeting were approved unanimously with changes.

**3. DISCUSSION ITEMS**

- a. Ongoing Discussion on Winter Storm Policy:
  - i. Lisa DeLeeuw still trying to determine if the Winter Storm Policy as forwarded to all faculty and staff by the Provost is a State of Wisconsin Policy or a UW System policy. This information is needed to address the issue of Academic and Classified Staff having to declare time off for missing work days due to inclement weather whereas faculty do not.

**4. ACTION ITEMS**

- a. Provost Search Committee:
  - i. The Chancellor's Office has asked the ASC to provide two names to serve on the Provost Search Committee (one being Instructional Academic Staff), along with two alternates. The Committee will identify these names and send them to the Chancellor.

**5. INFORMATION ITEMS**

- a. ACS Chair Update (Most recent Cabinet Meeting and other):
  - i. Discussion about a new agreement between UWGB and UW-Marinette outlining a template for future alliances between the two campuses. This could also serve as a model for similar agreements with other UW Colleges campuses.
  - ii. Report distributed from the House Appropriations Committee on the \$825B federal stimulus package.
  - iii. The UW System Water Business Strategy was discussed. More information coming to Lisa DeLeeuw from President Reilly.
  - iv. The Institute for Entrepreneurship and Innovation (IEI) was discussed. This organization is driven primarily through community involvement and is designed to bring community and university resources together to promote entrepreneurship and innovation.

- v. The Provost position description is being drafted and the search committee will consist of five faculty, two students, and two academic staff. Lisa DeLeeuw checking to see how many classified staff members are on the committee.
  - vi. An Administrative Staff Teleconference on the budget took place on January 20.
  - vii. The February 5 Board of Regents meeting will include a presentation on UWGB's Phuture Phoenix Program.
  - viii. "UW Law Days" is scheduled to take place on April 1-2, 2009, in Madison. More info on that event as it becomes available.
  - ix. Lisa DeLeeuw received a note from an Academic Staff Member asking if the ASC provides funding for employees to participate in "Leadership Green Bay." We do not. Lisa will inform this person and will suggest that she contact the Office of the Provost who has sponsored UWGB employees in the past.
  - x. Lisa DeLeeuw received a request from the Leadership and Involvement Committee to create a brief summary for each AS Committee that can be posted to the web and that can be used to provide descriptive information to anyone considering running for a seat on a committee. Lisa asked that each liaison on the ASC write a description of their respective committees and submit it to her no later than February 10. Lisa will respond to the L&I Committee to let them know what we are doing.
- b. Provost Update:
- i. Budget: Dr. Laatsch has been involved in two audio conferences with UW System on the budget. No new news to share, but work continues. The projected announcement for the state budget is February 10.
  - ii. The Provost Search is in process and the Chancellor needs two names from the ASC as recommendations to serve on the search committee. These names have been identified.
  - iii. An alliance is being created with UW-Marinette to make transfer from that campus to UWGB more streamlined for specific programs. More on this as it develops.
  - iv. Class Schedules: The Provost indicated that he is interested in having the campus produce a schedule of classes that projects out at least two years in order to allow students and prospective students the opportunity to plan their schedules further ahead. Katrina Hrivnak indicated that this could be done, especially in light of the SIS upgrade taking place in July.
- c. Faculty Senate/U.C. Reports:
- i. The Faculty Senate supplied six names for the Provost Search Committee.
  - ii. Minutes from the Faculty Senate and University Committee are available on the SOFAS website: <http://www.uwgb.edu/sofas/structures/governance/>.
- d. Committee Liaison Reports:
- i. The Personnel Committee met on January 20 on a charge from the ASC to conduct research on Academic Staff compensation throughout the UW System, but this effort has allegedly been taken over by Human Resources. Lisa DeLeeuw will contact Sheryl Van Gruensven in HR to discuss this.
  - ii. The Personnel Committee is collecting information on Career Progression applications at UWGB that have been stopped early in the process to see how many are not moving forward. Based on their findings, the committee may make suggestions for changes to the process.
  - iii. The Personnel Committee is working with HR to make sure that they have updated position descriptions on file for all AS.

- iv. The Leadership and Involvement Committee has been meeting regularly and is working on ballots and preparing for AS elections.
  
- e. UWS Academic Staff Rep. Report/Update:
  - i. Discussed statement from Regent President Mark Bradley and UW System President Kevin Reilly regarding action by the House Appropriations Committee on the federal stimulus legislation. Both fully support the legislation which includes significant funding for higher education.
  
- f. General:
  - i. Information of interest to academic staff is posted on the SOFAS website: <http://www.uwgb.edu/sofas/>.

Meeting adjourned at 2:25 p.m.

The next meeting is to be held on **Wednesday, 18 February 2009** at 1:00 p.m. in CL 828

**All meetings are open unless otherwise stated.**

*Respectfully Submitted by Eric Craver, Recording Secretary*