

ACADEMIC STAFF COMMITTEE MEETING MINUTES

January 30, 2008

12:30 p.m., CL825

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

1. **Call to Order** by Chair at 12:30
2. **Approve minutes from January 16, 2008 meeting** → Approved
3. **New Business**
 - a. *Administrative Action on Operations Reductions* → The Committee discussed possible state operations reductions that would impact position vacancies, out-of-state travel, and new space requests and lease renewals. This discussion was prompted by some academic staff members who had heard that potential reductions were likely.

- b. *Options for Distribution of Chancellor's 10% of Pay Plan* -- Chancellor Shepard and Tom Maki → The Chancellor asked the Committee to think of alternative ways to use the 10%. One requirement is that the money must go to base salary. In the past the Committee has recommended that the money be used for funding progressions and title changes for departments that lacked the dollars. This may be what we recommend again. The Chair encouraged the group to come prepared to discuss this issue at our next meeting.

The Committee expressed a concern over the proposed 1.5 percent raise in pay for faculty and instructional academic staff. The Committee agreed that such a raise would not only divide academic staff from faculty, but also cause an unwanted division within academic staff ranks.

The Committee also agreed that the idea of an unfunded mandate to keep salaries at the minimum is unfair for academic staff who excel and deserve to be monetarily compensated but can't be because of available monies being used to bring some employees to the minimum, which in some cases results in that person getting as much if not more of a raise than an employee who is above the minimum.

4. Old Business

a. *Leave reporting* → Leave reporting will now be reported in half day increments for both sick leave and vacation time. Those with less than a 100 percent appointment will report both sick time and vacation time on an hourly basis. The 1/2 day and full day reporting of vacation and holiday has always been System policy, it is just now being implemented and enforced System-wide.

b. *Administrator Review Process* → The ASC decided that non-instructional academic staff will not be involved in the Administrator Review Process that was developed by a committee comprised of Academic Staff and Faculty and approved by Cabinet this past fall. The ASC was hesitant to commit the time of fellow academic staff members to conduct this review process when it was done outside the formal evaluation process of employees of the University. The ASC feels that it will be more beneficial to the entire University if it spent time working on getting a 360 degree evaluation process implemented as part of the formal evaluation process of the University. The ASC feels that 360 evaluations would provide more beneficial feedback to those being evaluated and therefore have more impact on change. The ASC has asked that Instructional Academic Staff be included in the administrator review process conducted by the Faculty.

5. Information Items

a. ASC Chair Update → no report

b. Provost Update → No update

c. *Academic Staff committee updates, including System Academic Staff Reps report* → Rep meeting held via teleconference 1/17/08. Continued discussion on Shared Governance Guidelines. Based on letters of endorsement and non-endorsement, the draft will be revisited to finalize protocol and potentially put into action on a trial basis as a means of continued communication by System as they are committed to its success. Al Crist shared his viewpoints on UPG 3.05(3) with group. If points of it are not being handled on campus as should be, then this fact should be brought to chancellors on those campuses. This UPG is Academic Staff form of tenure and it should be carried out as written. It was reported that the pay plan timeline has slowed drastically. OSER is aware of both Systems and BOR's position on any additional pay plan packages. Reps to send resolution to Governor and head Regent

stating our opposition to any split plan. Regulations for sending such resolutions were reviewed and will be brought up with System Legal. Updates on current legislation were also on the agenda. AS Regents Award for Program Excellence should now be communicated on our campuses to promote.

Legislative Committee has met twice over last week to discuss the potential divisiveness of the additional 1.5% pay plan for IAS and Faculty. Letter was drafted and sent to Provost to ask for her continued support when speaking to her peers and campus administration to not endorse a pay plan that would offer additional monies to some AS but not to all. Requests were made to HR and SOFAS office for data for market comparisons. Sense is that the Collective Bargaining issue will not hit the table during this session due to the impending state economy shortfalls which may overshadow it.

d. Other → the ASC approved Todd Sanders to fill a vacant spot on the Library & Instructional Technology Committee.

e. 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