

Academic Staff Committee

Approved MINUTES from November 14, 2013, 1:32 pm (Cofrin Library 735)

Present: Kristy Aoki, Jen Jones, Katrina Hrivnak, Emily Rogers, Anne Buttke

Absent: Mary Simonsen

Approved Minutes

- Approved the 10/31/13 meeting minutes without changes; Moved by Jen Jones, seconded by Katrina Hrivnak

Old Business

- Survey next steps & review of summary:
 - Recognition by members of the fine and thorough job done on the survey, analysis and organization of the data, and the quality of the final summary report.
 - Suggestion for an amendment to the final summary report by Katrina Hrivnak to add the raw redacted data as Appendix C. The final summary report was approved with this amendment. Anne Buttke will update and add Appendix C and share with the ASC members and attach to the minutes.
 - Next steps resolution:
 - Final report (as approved at today's meeting) will be shared as an email attachment with an invite from Chair Aoki to attend the next ASC meeting to discuss the results and action plan. Invitees will include: Chancellor Tom Harden, Provost Julia Wallace, CWC chairs – Christopher Martin and Patricia Terry, UC Chair – Bryan Vescio, Classified Staff Advisory Council Chair – Ruth Pearson, Director of HR – Sheryl VanGruensven, and VC of Business and Finance - Kelly Franz
 - The final summary report will be shared and discussed at the Academic Staff Assembly meeting in December as well.
- Planning and Budget Committee update: Chair Aoki reported that she has forwarded 4 names of academic staff to the Chancellor for appointees to the newly revised Planning and Budget Committee. Two will be selected from the four submissions; one of which will be from the academic staff at large, and one of which will be from the Academic Staff Committee.
- Academic Staff Regents Awards 2014: Chair Aoki reported that there are two awards (individual and program). She will promote the nominations process in the LOG to increase the number of nominations from the past. Timeline for nominations and submission to UWS is as follows:
 - December 10 - Nominations due to Academic Staff Committee
 - December 12 – ASC will review nominations and vote on those to be submitted to UWS
 - Mid-December – ASC hopes to share award submission(s) at Academic Staff Assembly
 - December 20 – Deadline for UWGB submission(s) to UW System

Committee Updates

- CWC – Emily Rogers: CWC is focusing on transitioning the role of reviewing the Compensation Study data from the steering committee that was developed to work with the consultant and process to the CWC. The CWC should be interested in the results from our recent survey, but may not focus on taking on action steps.

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- University Committee report - Kristy Aoki: UC discussed the low freshmen enrollments and may be invite someone in from Admissions to discuss; discussed trying to get more student reps serving on committees; discussed the proposed split and revamping of the LITC Committee into two new committees – Learning Technology Collaborative Committee (joint), and Library Advisory Committee (faculty). The final proposal will be shared with ASC for review before moving to Faculty Senate; and discussed CourseLeaf, the new catalog management software.
- Academic Staff Rep Meeting - Kristy Aoki: no report, as the meeting is in Madison on November 15 (tomorrow). A report will be forthcoming at the next ASC meeting. Chair Aoki mentioned that she will need a replacement to attend these meetings in March.
- Other liaison committees –
 - Faculty Senate meeting from Wednesday, November 13, 2013. Anne Buttke reported that there was a full agenda with the primary item being a presentation by the Chancellor on the budget process, funding sources, revenue and expenditure amounts, influences that have impacted budget reductions and internal reallocations, etc.
 - Professional Development Programming Committee – they are just getting started and will be developing ideas for programs primarily in spring. ASC will ask them to get involved in helping plan a professional development offering as part of the spring Academic Staff Assembly.

New Business

- Appointee to Professional Development Programming Committee – Leadership and Involvement Committee submitted 2 names from the list of interested academic staff from last spring's survey to fill a one year vacancy. Mitchell Scott, Library, was approved for this appointed position. Chair Aoki will communicate the appointment to the SOFA office, Mitchell, and to the PDPC.

Other

- Brief discussion about date and agenda for Academic Staff Assembly. It was determined that the Assembly will occur sometime the week of December 16 – 20th. Chancellor and Provost availability and final exam schedule will help determine the most opportune day and time. Agenda will be determined during the next 2 ASC meetings. Jen Jones will work on gathering positive happenings and accomplishments from academic staff for a possible short multi-media presentation for the Assembly.

Adjourned - 2:35 pm

Next meeting was originally scheduled for Thursday, November 28, 2013 which is Thanksgiving so Chair Aoki will be reviewing availability schedules, and offer an alternative date and time for the next ASC meeting.

Respectfully Submitted by Anne Buttke