

ACADEMIC STAFF COMMITTEE MINUTES

October 31, 2007

12:30 p.m., CL825

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

1. Call to Order by Chair at 12:30

2. Approve minutes from October 17, 2007 meeting → approved

3. New Business

- a. *Tuition Assistance Policy* → Dan shared draft copies of the newly revised tuition assistance policy. The Committee approved the policy. The Committee suggested that minor language clarification be made and also agreed that the current one-page form might be clearer and work better as a two-page form. Dan will bring our suggestions to Cabinet. The policy will be shared with interested parties after Cabinet gives final approval.

4. Old Business

- a. *Sick Leave Reporting* → Dan shared a number of UW campus reactions to the sick leave reporting debate currently taking place. The debate is whether to retain the current practice of recording medically-related absences of more than two hours in half-day increments (4 hours for absences of 2-5 hours; 8 hours for absences above 5 hours) or switch to recording sick leave on an hour-for-hour basis as we currently do with vacation reporting.

5. Information Items

- a. *ASC Chair Update* → No Update
- b. *Provost Update* → The Provost finalized topics to be discussed at the Academic Staff Forum. Topics include details of the Higher Learning Commission visit, the budget planning process, and the growth agenda plans now that the state budget has been approved. The Provost invited comment concerning how we currently recognize years of service

(ceremony and plaque). The Committee agreed that a plaque may not be meaningful to some so other options should be presented to the recipient. It was also suggested that instead of simply reading off the name and years of service that somebody close to the person share a short story highlighting the recipients contribution to the university. The Provost informed the group of an enrollment specialist that will visit campus on the 7th to give advice on our “academic product” and “strategic enrollment management.”

- c. *Academic Staff committee updates, including System Academic Staff Reps report* → Dave reported that the Programming Committee is in the process of scheduling a total of 5 presentations for the upcoming year.
- 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