

ACADEMIC STAFF COMMITTEE MEETING MINUTES.
Wednesday, September 14, 2005, 12:30 p.m. - 1:45 p.m.
Vista Conference Room, MAC Hall

Present: Lucy Arendt, Dave Dettman, Paula Ganyard, Samantha Surowiec, Jane Swan
Excused: Sue Bodilly, Grant Winslow

Guests: Sue Hammersmith, Sue Keihn, Kathy Pletcher, Jan Thornton,

ACADEMIC STAFF COMMITTEE AGENDA

1. Call to Order by chair at 12:31 p.m.
2. Minutes of August 25, 2005, meeting – Approved with corrections.
3. Old Business

A. Approve appointments of academic staff members to committees

1. Academic Affairs Planning Committee

Paula announced the names of the following individuals for possible service on the Academic Affairs Planning Committee:

Lydia Nonn
Deb Strelka
Sherri Arendt

Motion passed to approve these names be forwarded to the Provost for her selection.

Paula informed the group that Jen Pfundtner will be replacing Yarvelle Draper-King on the Student Affairs Committee. Motion passed to approve this replacement.

B. Frame pay package distribution request

Dean Rodeheaver will be invited to a future Academic Staff Committee meeting to discuss pay package distribution. The ASC is interested in asking questions concerning how monies get here, what the process is for distribution of those monies, and who has a say in the process. We are also interested in finding out if there is a point in the future where the ASC can have an impact on the decision making process.

C. Discuss community building as a strategic priority for 05-06

Lucy asked the committee members to start thinking about things we want to accomplish. She directed the members to look at the Campus Climate Committee notes available on the Faculty and Academic Staff Governance page at <http://www.uwgb.edu/sofas/> (click on "campus reports"). Committee members will email Lucy with ideas concerning how we might best proceed.

4. New Business

A. Discuss academic staff salary adjustments with Sue Keihn, Kathy Pletcher, and Jan Thornton

Sue, Kathy and Jan provided ASC members with two documents before the meeting.

The University of Wisconsin System Unclassified Personnel Guideline #4

http://www.uwgb.edu/hr/document_files/Unclassified%20Compensation.pdf

- Provost Area Policy and Procedures Base Salary Adjustments 2006-2007 Planning Process

After an informative discussion from the three guests concerning salary adjustments, it was agreed that it would be useful to begin a dialogue concerning generating clear principles for staff salary issues that could be used across campus.

Presently there are a number of different approaches and factors to salary adjustments that that are unique to individual departments and divisions. The ASC has asked that Sue, Kathy and Jan write up some items covering the issues and concerns that they face on a regular basis and ideas they have for principles that might be adopted and solutions that might be implemented.

B. Other

5. Information Items

The ASC is looking ahead to scheduling an Academic Staff forum (similar to the Faculty Forum) that will take place sometime in October. The ASC members are required, and any other academic staff member is encouraged, to send ideas for who we would like to have there to answer our questions.

A. ASC Chair update (e.g., budget) - none

B. Provost update

Provost Hammersmith stated that in the future contract letters will be delivered in a more timely manner with the goal of having them delivered as near as possible to the 1st of July. She informed the group that although the pay increase is listed 2 percent, it is really 1.8 percent after you factor out the .2 percent that becomes part of the Chancellor's discretionary fund.

She reported that 27 academic staff were awarded equity adjustments using the portion of the Chancellor's that came from the academic staff pay plan. Six other equity adjustments were also made with internal funding.

Lucy asked that the Provost send an e-mail explaining the pay plan distribution, specifically explaining the 1.8% rather than the 2% that was in the state budget, and other factors that play a role in determining how much of a raise academic staff members receive.

C. Academic staff committee updates, including System Academic Staff Reps report.

D. General

1. Information of interest to academic staff is posted on the SOFAS website:

<http://www.uwgb.edu/sofas/> <<http://www.uwgb.edu/sofas/>>

2. Next Meeting: Wednesday, September 28, from 12:30-1:45 p.m. in the Vista Conference Room.

All meetings are open unless otherwise stated.

Respectfully Submitted by Dave Dettman