

ACADEMIC STAFF COMMITTEE
Meeting Minutes – 17 September 2008
CL 825

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

Guests: Provost Bill Laatsch

1. CALL TO ORDER

- a. The meeting was called to order at 1:05 p.m.

2. CONSENT ITEMS

- a. The agenda was approved unanimously.
- b. The minutes from the July 30, 2008 meeting were approved unanimously via e-mail.

3. DISCUSSION ITEMS

- a. Committee Charges for 2008-09
 - i. Lisa will be mailing out the current charges for these committees. Liaisons are asked to forward these charges on to their respective committees and to ask each committee convener to set a meeting time.
 - ii. Names of Committee Members are available from the SOFAS Office.
- b. Strategic Goals and Objectives for 2008-2009
 - i. Lisa will forward previous year's goals to the Committee for discussion at the next ASC meeting.

4. ACTION ITEMS

- a. None

5. INFORMATION ITEMS

- a. ASC Chair Update
 - i. As ASC Chair-Elect, Katrina will serve as Academic Staff Rep. to Faculty Senate.
 - ii. Attended cabinet Meeting on Aug. 12:
 - 1. UWGB contingent to visit College of Menominee Nation on Sept. 29 with goal to re-establish relationships that can be mutually beneficial.
 - 2. Recent meeting with Jeff Rafn/NWTC had positive results.
 - 3. Ward's PowerPoint presentation he is using with community groups was shared, with invitation for feedback.
 - iii. Attended cabinet Meeting on Sept. 16:
 - 1. Crisis Committee plan has been developed and is available online at <http://emergency.uwgb.edu/>. UWGB will be partnering with NWTC to share resources in the event of a campus emergency.
 - 2. Based on interest expressed by Cabinet, the possibility of bulk text message alert service will be explored by Marketing & University Communication Office to allow optional sign-up of students, employees and parents for text message alerts.
 - 3. Discussion items for Chancellor for the first meeting of Faculty Senate were offered for consideration.

4. Highlight on “Jobs Well Done” was the report on 100 students voting in the recent primary vs. 12 for the last election.
 5. Letter received from Chancellor Ward indicating that he will *not* exercise his right to take 10% of the merit pool for 2009-10.
 6. UWGB had selected a candidate to receive an honorary PhD at spring '09 Commencement. With this person's recent death, UW-Green Bay may pursue another candidate to receive this degree in May, dependent on progress in faculty committee charged with this responsibility.
- b. Provost Update
- i. **Sexual Harassment** – There is a new advisory site online. All faculty and staff will be participating in training this fall.
 - ii. **Academic Plan** – Faculty Planning Committee to review new Academic Plan, with special attention to our image and our brand? Our brand should encapsulate who we are and how we want to be perceived and it currently does not. The Provost has appointed several faculty and staff to review this issue.
 - iii. **Growth Agenda** – The current campus plan is to grow to 7,500 students, but the Provost is concerned that the demographics of Green Bay and the surrounding areas do not support that level of growth. Our best demographic information leads us to believe that growth will come primarily from Adult Students, Phuture Phoenix, Hispanic Recruitment, and International students. With an increase in these various populations, there are several areas that must be addressed to meet individual needs, such as: Academic Advising, Admissions, Support Services, Changing teaching styles in the classroom, etc.
 - iv. **Rose Hall/Wood Hall Renovations** – These renovations are still set to move forward. However, while the funding for the renovations is enumerated, no definite production schedule is in place.
- c. Committee Liaison Reports
- i. None
- d. System Academic Staff Rep. Report/Update (Shared by Lisa)
- i. The Salary Equity Benchmarking project is going forward, gathering data on salary equity for Academic Staff through the UW System.
 - ii. Reps will be reviewing other intrinsic rewards that can be implemented as benefits for AS – *Example*: Paula Marcec and Scott Hildebrand started the study among faculty and staff to see what they would more greatly appreciate in recognition for years of service – a plaque, credit in the campus book store, or something else.
 - iii. The group is scheduled to meet this week in Madison.
- e. General
- i. Information of interest to academic staff is posted on the SOFAS website: <http://www.uwgb.edu/sofas/>.

Meeting adjourned at 1:50 p.m.

All meetings are open unless otherwise stated.

Respectfully Submitted by Eric Craver, Recording Secretary