

Academic Staff Committee

September 5, 2013, 1:15 pm (Cofrin Library 735)

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

Absent: Mary Simonsen

Approved Minutes

- Approved the 7/25/13 and 8/25/13 meeting minutes
- Amended the agenda to include discussion of campus decision making processes in “Other”

Old Business - None

Committee Updates (CWC, System Reps)

- CWC – Emily Rogers: No report
- University Committee report: Kristy Aoki

It was the first meeting, thus had a full agenda. Items to note from the UC meeting included:

- The Provost will represent UWGB at the Regents meeting on September 6, 2013.
- Faculty Senate proposed a resolution last year for a faculty member to be appointed to the Chancellor’s Cabinet, but no action has been taken to date.
- The Provost shared that the FTE enrollment is down ~ 280 students, and discussed the ramifications of such. She reported that new recruiters have been added to the Admissions staff that may help increase enrollments for the future.
- A silent phase of a capital campaign has begun in support of 6 facility-related projects and student scholarships.
- The Medical College of Wisconsin is still on target to open a campus at St. Norbert College to support the NEW region.
- The search and screen process has begun for a new Athletic Director
- Discussions began to address a memorial in recognition of Dave Dolan and other faculty and staff who have passed away during their tenure here.
- Campus administration is proposing that a 4-year review process be implemented to address “unused” courses in an effort to maintain a more recent catalog. Faculty Senate will address.
- An issue has arisen stemming from the School of Business going through the accreditation process. The issue is related to administrators having dual assignments as instructional faculty, and how that affects their governance participation and voice.
- Discussion occurred related to the need to develop and implement an Administrators review process – what does the campus have in place and what is the frequency of such?
- Campus is looking at providing improved research assistance for faculty scholarly activities.

New Business

- **Review Academic Staff Committee Charges**
 - Leadership and Involvement Committee – discussed and voted to propose a new charge to address the need for improved connection and contact with new Academic Staff hires. Proposed to add: “8.) To ensure that an interactive, introductory connection has

Academic Staff Committee

been made with each new academic staff hires.” The committee will be asked to establish the means and guidelines for how the connection will occur.

- Personnel Committee – No changes to the charge were proposed, but the committee may be asked to review and recommend any changes needed to campus guidelines and policies for title changes and progressions pending the results of the survey.
- Professional Development Allocations Committee – No changes to charge were proposed other than removing “December and May” from #6 in that AS Assembly meetings do not always fall within those months.
- Professional Development Programming Committee – No change to charge were proposed.
- All joint committees – No changes in that these committees are joint Academic staff and Faculty committees.
- All changes were approved – moved by Katrina Hrivnak, and seconded by Jen Jones. Katrina noted that because these minor changes are by-law changes, they will also need to be put to vote by the Academic Staff community. Chair Aoki will draft the language with the changes and ask SOFAS Abbott to assist with the vote coordination.

Other

- Brief discussion about the role of shared governance in the major budget change decisions that have been made over the summer months due to financial shortfalls. More discussion may continue at future meetings.

Adjourned- 2:40 pm

Next meeting will be Thursday, September 19, 2013 at 1:15 p.m. in CL735

Respectfully Submitted by Anne Buttke