

**2019-20 Academic Staff Committee**  
**MEETING AGENDA**  
**September 25, 2019**  
**1:30 p.m.; CL 735**

- I. Call meeting to order
- II. Determine minute taker for meeting
- III. Approval of minutes
  - a. Minutes from September 4, 2019 special meeting
- IV. New Business
  - a. Introduce Anthony Sigismondi, newest ASC from Manitowoc location
  - b. Winter and Spring Assembly dates
  - c. New Parking Committee (Lynn)
  - d. Chief Dave Jones, University Police (2pm)
- V. Move into Closed Session
  - a. Discuss a personnel matter as permitted by Wis. Stat 19.85(1)(c)
- VI. Old business
  - a. Update on Chancellor search (Lynn & Sherri)
  - b. Update from Shared Governance meeting with Interim Chancellor Sheryl Van Gruensven (Lynn)
  - c. Updates on UC and Faculty Senate Meetings (Lynn N & Sherri)
- VII. Governance/AS Committee Reports – see attached for updates
  - a. AS Programming Committee – bylaw change (Lynn Rotter)
  - b. Leadership & Involvement Committee (Jamee Haslam)
- VIII. Other Business/items for next meeting (October 9, 2019)
- IX. Adjourn

A portion of this meeting will be held in Closed Session to discuss a personnel matter as permitted by Wis. Stat. § 19.85(1)(c).

## Governance /AS Committee Reports

1. UWS System Rep (Sherri Arendt)
2. T&TCS Project Team Report (Sherri Arendt)

### August 2019 Update

The University of Wisconsin (UW) is embarking on a complete redesign of its current classification and compensation structure. The goal of the Title and Total Compensation Project will be to develop new systems that will enable institutions to continue to attract and retain the best talent.

Recently, the Office of Human Resources and Workforce Diversity held open forums for employees and managers. To view the open forum presentation, please [click here](#).

For Title & Total Compensation Project background information related to job titles, job descriptions, compensation, and benefits, please see this August, 2019 updated [handout](#).

**Managers and Division Leaders – would you like a poster for your area about Title & Total Compensation Project?** Please print off this [poster](#) and showcase within your department!

### **Recent UW System Updates:**

#### **Titles and Job Descriptions**

- Review of the draft titles and standard job descriptions is complete! The job titles and standard job descriptions will remain in draft form until after employee-manager conversations December 1, 2019 through February 15, 2020.
- The next step is job mapping. UW System Human Resources will provide a proposed match for each current job title to an updated job title and job description. Job mapping will then take place at the institutional level where UW-Green Bay human resources will work with divisional leaders to match each employee's current job title to a new job title, utilizing the job mapping crosswalk. Work on job mapping will wrap up during the fall of 2019.
- Job mapping will lead to a process of discussions where employees will review their updated job title and standard job description with managers during winter 2019-2020. Compensation will not be discussed during these employee/manager conversations.
- While job titles and job descriptions may change, employees will not lose their jobs, employees will not need to reapply for their jobs, and the work done by employees will not change.

#### **Benefits**

- UW partnered with Mercer Consulting to compare UW benefits to what other employers with similar workforces are offering.
- A summary of the benefits analysis preliminary findings will be available to employees in the fall of 2019.
- Based on the Mercer benefits analysis and stakeholder input, the project team will recommend a benefits strategy to enhance UW benefits offerings and help keep UW competitive within the market.
- Changes to current benefits offerings are out of scope of this project and subject to Board of Regents and legislature reviews and approvals.

## Compensation

- This project creates the foundation for a market informed UW compensation structure for leadership to identify compensation issues and advocate for employees, but does not directly address compensation issues.
- After the title structure is finalized in March 2020. the compensation structure can be finalized, which means that job titles will have updated salary ranges. More details will be forthcoming in March 2020 about updated salary range. Employee pay will not be cut. Employee pay will also not be increased as a part of this project. Any increases in pay are out of scope of this project and would need to be funded and planned over time by leadership.
- Work is still being done to determine and document all of the methods for pay adjustments and career development that will be available in the future

### In the Queue:

- **Summary of Results for the Employee Benefits Preferences Survey & Benefits Value Analysis**, estimated completion: September 2019 (Q3)
- **Proposed Titles and Standard Job Descriptions Posted Online**, estimated completion: December 2019 (Q3)
- **Titles and Standard Job Descriptions Implementation**, estimated completion: March 2020 (Q1)

For up-to-date information about the Title & Total Compensation Project, please see the UW System [Title & Total Compensation Project website](#). Answers to frequently asked questions can be found on the UW System [FAQ page](#).

### UW-Green Bay Updates:

- UW-Green Bay HR has started conversations with University Staff and Academic Staff governance groups related to a potential appeals process for title determinations.

UW-Green Bay has an institutional T&TC **project team**, whose goal is to engage with subject matter experts and stakeholders. Feedback and information about T&TC flows to and from the project team. A listing of members of the UW-Green Bay institutional T&TC project team can be found [here](#).

3. Comp and Workload Committee (Sherri Arendt)
4. Strategic Budgeting Committee (Jamee Haslam and Joe Schoenebeck)
5. Master Planning Workgroup (Lynn Niemi)

Notes from Meeting on September 18, 2019

Facilities is working the UW System Master Planning Cycle for 2021-27. There are different types of projects that can be submitted based on the type and amount. The following projects are slated to be worked on in 2021

- Instructional Services – Electrical Engineering Tech & Physics Labs (5,763,500 requested)
- MAC Hall Envelope Repair/Wood Hall Envelope repair (5,247,000)
  - This will help with the leaks in roof. The repairs over the summer were just in some parts of MAC. There are still leaks in MAC but that will be fixed in this phase.

- Other projects have been submitted (Athletic Training Labs/Classrooms; Healthcare Skills & Simulations Labs; New Primary Electric Services for TH, UU, SS, ES, IS) but these have not been approved.

The Cofrin Library will be requested by UW System to be renovated or replaced. No decision on this will be made yet.

Residence Life is looking to see if a new building can be built. Looking at UVHI or state funds. Older residence halls are starting to have major problems due to age and building materials.

Union – starting to look at renovations or replacement of union. This building would be 100% student funding. Looking at 2023-25.

These projects have not been approved but some may be requested in the UW System Master Planning Cycle for 2021-27.

All concerns about facilities should be sent through the channels of your supervisor/Deans.

New parking committee is being established. State will no longer give us money for repairs on roads. University has always been responsible for parking lot. Committee will look to start meeting sometime by the end of September.

6. AS Personnel Committee (Pat Hicks)
7. AS Professional Development Allocations Committee (Bao Sengkhammee)
8. AS Professional Development Programming Committee (Lynn Rotter)
9. Leadership & Involvement Committee (Jamee Haslam)
  - a. Mike Kline has agreed to service on committee, replacing Parker Nadeau who has taking a University Staff position at UW-Green Bay Manitowoc location.
  - b. Meeting scheduled for September 24<sup>th</sup>. Update will be given during ASC meeting on 9/25.