

**2019-20 Academic Staff Committee**  
**MEETING MINUTES**  
**April 22, 2020**  
**1:30 p.m.via Skype**

**Academic Staff Committee Members in attendance (via Skype):** Lynn Niemi, Sherri Arendt, Jamee Haslam, Bao Sengkhammee, Lynn Rotter, Anthony Sigismondi, Patricia Hicks

**Guests (via Skype):** Jodi Pierre (Chair, Leadership & Involvement Committee), Christopher Paquet (Assistant Vice Chancellor, Business & Finance -Human Resources)

- I. Call meeting to order at 1:30 pm by Chair, Lynn Niemi
- II. Determine minute taker for meeting - Jamee
- III. Approval of minutes
  - a. Minutes from April 8, 2020 meeting
  - b. Motion to approve by Jamee
  - c. 2<sup>nd</sup> approval Anthony
  - d. Lynn will submit to SOFAS to post
- IV. New Business
  - a. Update from President's Cross meeting to Shared Governance Reps
  - b. AS Elections (Jodi Pierre – Chair of Leadership & Involvement)
    - i. Jodi received results this morning. She will be sharing with the Leadership & Involvement Committee. The committee will contact those who have the highest votes to make sure they want to still serve. Elected committee names will be submitted to ASC once Leadership & Involvement confirms. They will forward 2 names per vacancy for appointed positions
    - ii. Discussions on how furloughs (if they occur on our campus) may affect this.
    - iii. Jodi setting up a meeting for Leadership & Involvement to review election results.
  - c. Discussion of 2020-21 Chair and Vice Chair for ASC
    - i. This discussion will be included in an upcoming agenda
  - d. UW System Furlough policy (Christopher Paquet)
    - i. Link to UW System policy: <https://www.wisconsin.edu/uw-policies/uw-system-administrative-policies/interim-furlough/>
    - ii. Area leaders and division leaders have reviewed it and made recommendations. Cabinet will be reviewing an overall assessment of campus. Discussion will happen tomorrow during regular Cabinet meeting. Chancellor decisions will be communicated to HR and HR will send out notices. Notifications will be a letter via email from HR to be communicated to employees on Friday April 24, 2020.
    - iii. Committed to alternative delivery through the end of the summer. Anticipating no on campus public events through the end of the summer.
    - iv. Currently reviewing how we will bring people back to campus when that time comes.
    - v. Leadership focusing on May currently and then will do another analysis by May 15<sup>th</sup> to look at June and so on.
    - vi. Consecutive day furlough is more of a response to an operational decrease. Can be anywhere between 2 and 90 days. Leadership currently not looking using at 90 day notices on this campus. More likely a minimum of 5 days and a maximum of 30 days. This will vary by exempt or non-exempt status. If a person is on furlough for a 5 consecutive day, that person should qualify for unemployment compensation (UC). The

one week waiting period for UC is now eliminated, so employees on furlough could apply right away.

- vii. Intermittent is 1 day every 2 weeks (or 2 days per month). Unemployment compensation wouldn't apply to this situation.
- viii. A furloughed employee can maintain their benefits. If an employee is on a multiple month furlough, then the employee may need to pay insurance premiums while on furlough. Employee can use sick time to pay those premiums.
- ix. Banked vacation – President Cross will be sending out communication. Through June 30, 2021 –banked vacation time will be lost. Communication will be coming out soon.

V. Old Business

- a. ASC Statement on Adjusting Goals for Staff on Annual Reviews
  - i. This was supported by leadership and sent to all Academic Staff

VI. Move into Closed Session to Discuss a personnel matter as permitted by Wis. Stat 19.85(1)(c)

- a. Motion to move in to closed session by Jamee, 2<sup>nd</sup> by Sherri
- b. Closed Session started 2:18 pm
- c. Motion to move out of closed session Bao, 2<sup>nd</sup> by Anthony
- d. Moved out of Closed session at 2:45 pm

VII. Governance/AS Committee Reports – see attached for updates

- a. See notes from Master Planning Workgroup included in agenda (Lynn)
- b. Leadership and Involvement Committee (Jamee)
  - i. Leadership & Involvement will be reviewing election results and communicate those results with the ASC

VIII. Adjourn

- a. Motion to adjourn made by Sherri, 2<sup>nd</sup> by Jamee
- b. Adjourned at 3:02 pm

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