

Academic Staff Committee Meeting
Meeting Minutes
January 31, 2018

ASC Members Present: Eric Craver, Lynn Niemi, Jamee Haslam, Jan Malchow, Amy Bartelme

ASC Members Absent: Joe Schoenebeck

Guests: Josh Goldman, Stephanie Murphy

Next meeting: Wednesday, February 14, 2017 1:30 pm CL 735

- I. Call to Order 1:31 pm
- II. Approval of Meeting Agenda
 - A. Any changes
 - i. Motion to approve agenda by Jan
 - ii. 2nd by Jamee
 - iii. All members were in favor of approval of Agenda
- III. Approval of minutes from January 17, 2017 meeting
 - A. Motion to approve by Jan
 - B. 2nd by Jamee
 - C. All members approved
- IV. Old Business
 - A. Strategic Planning Committee report (Josh Goldman)
 - i. Called Campus Master planning Workgroup
 - ii. Met 1/25/18 (was their 2nd meeting)
 - iii. STEM Innovation Center project
 1. Estimated to break ground summer 2018 with opening Fall 2019
 2. Josh having Paul and Jeff contact Lynn regarding ADA compliance
 - iv. Future Phoenix Innovation Park
 1. No immediate plan
 - v. Residence Life Master Plan
 1. Formal study being done
 2. Open forums will be held moving forward to get feedback from students/staff/faculty
 3. DeLeers apartments (near Festival)
 - vi. Capital planning projects (summer 2018)
 1. Instructional Services ceiling replacement
 2. MAC Hall Classroom and roof repairs
 - vii. Next meeting April 2018
 - B. Academic Staff Spring elections report (Stephanie Murphy – Leadership & Involvement Committee Chair)
 - i. Interest survey being sent 2/1/18
 - ii. Interest survey deadline 2/9/18
 - iii. Leadership & Involvement Committee meets 3/2/18
 - iv. 3/16/2018 Election ballot sent out
 - v. 3/23/18 election closes
 - vi. Leadership & Involvement Committee will meet in late March and forward names to respective appointive committees to consider at meetings in early April.
 - C. Discussion of Limited Staff served by ASC
 - i. Lynn motioned to keep policy the same; Amy 2nd
 - ii. Discussion lead to not enough information to vote, Eric following up with SOFAs to clarify wording, clarify role of ASC Article III C 1(b)
 - iii. Jan motioned to table discussion until next meeting, Lynn 2nd
 - iv. Discussion tabled until February 14, 2018 meeting
- V. Department/Committee Reports
 - A. UWS System Rep (Eric)
 - i. Next meeting February 2, 2018 – Eric is attending

- B. UC (Eric) - unable to attend
- C. Faculty Senate (Jamee)
 - i. January 24, 2018 meeting Amy attended
 - ii. Chancellor Miller
 - 1. Project Coastal
 - 2. School of Engineering
 - 3. STEM building
 - iii. Provost Davis
 - 1. Pay Plan (not approved yet)
 - 2. Interdisciplinary Task force
 - 3. What does it mean to graduate with honors (requirements)
 - iv. Clif Ganyard – Project Coastal
 - 1. Staff and faculty at 2 year campuses should appear in our Outlook
 - 2. Tuition differential still unknown – few options being reviewed
 - 3. Feel free to reach out to your counterparts at our 2 year campuses
 - v. Next meeting February 21, 2018 3 pm (Jamee planning to attend)
- D. Title & Total Comp (Jan/ Steve Newton) - per Jan's notes

The update from the Title & Total Compensation Committee which met on 1-25-18 is as follows:

- The Job Families and Sub-Families will be settled on Feb. 16. Check out current listing on the website <https://www.wisconsin.edu/ohrwd/title-and-total-compensation-study/job-framework/>. This is the time for “Final Review” of the families. Feedback should be given to Melissa Nash by Feb. 9. The “Final” decisions will be made after the next meeting of the system group in Madison. Note: Not all Career Path Levels will be used for all Job Families/Sub-Families. Some families have less differential across levels.
- Career Path Levels will also be going to “Final Review” on the 16th. See: https://www.wisconsin.edu/ohrwd/download/ttc_job_framework_files/CONVERGED-Career-Path-Levels-and-Level-Descriptors.pdf. Feedback should be given to Melissa by Feb. 9.
- Job Descriptions are in development stage. The new format is to include “Typical Functions” for each Job Description and not have the specific responsibilities listed as typically found on our current Position Descriptions. There will be a “Parent Description” for each job with an opportunity to customize by including a “Child Description” as an addition to the “Parent Description”. The “Parent Description” will be standardized for like positions across all UW campuses.
- As part of the compensation review, two comparative “data cuts” had been done regarding employee benefits. Recently, an additional two “data cuts” were added. The comparisons tended to include comparable institutions to Madison, so a fifth comparison group has been added to be more comparative to the comprehensive campuses. There is no plan to create a compensation plan addressing benefits, so it is unclear how the data will be used. The next meeting of the UWGB Project Team is scheduled for Feb. 22.

- E. Personnel Committee (Lynn) - no report
- F. Professional Development Allocations Committee (Joe) – no report
- G. Professional Development Programming Committee (Jan)
 - a. Meeting Tuesday February 6, 2018
- H. Leadership and Involvement Committee (Amy) - Stephanie gave update

VI. New Business

- A. ASC member to serve on the Project Coastal Shared Governance Group
 - i. Lynn
 - ii. Mapping committees at all campuses
 - iii. Next meeting February 19, 2018

VII. Other business/items for next meeting

- A. Limited Staff Served by ASC
 - i. Eric contacting SOFAs (Article III C 1(b))

VIII. Next regular meeting: February 14, 2017 1:30 pm CL 735

- IX. Adjourn 2:59 pm
 - A. Motion to adjourn by Lynn
 - B. 2nd by Jan

Minutes approved by ASC, February 14, 2018