

UW-Green Bay Academic Staff Assembly
WINTER ASSEMBLY AGENDA
December 7, 2020; 3:00PM
Via TEAMS

Participants: Pat Albers, Travis Albrecht, Danielle Alexander, Mike Alexander, John Arendt, Sarah Bakken, Elizabeth Bartz, Nichole Becker, Paul Belanger, Melissa Betke, Sue Bodily, Katherine Burke, Kate Burns, Erin Carlson, Tammy Clausen, Deb Strelka, Todd Dresser, Jeffrey Ellair, Virginia Englebert, Renee Ettinger, Kate Farley, Jena Fritz, Nicole Gouin, Renee Ettinger, Sara Greenwood, Erica Grunseth, Nancy Hart, Jamee Haslam, Ashley Heath, Pat Hicks, Nora Kanzenbach, Kristin Kearns, Holly Keener, Desiree Kittle, Alan Kopischke, Ronald Kottnitz, Jeffrey Krueger, John Kuhlmann, Crystal Lepscier, Kassandra Linzmeier, Kathryn Marten, Anna Merry, Andrew Meyer, Steven Meyer, Nicole Micolichek, Laura Mintel, Donna Mleziva, Melissa Nash, Brock Neverman, Steven Newton, Lynn Niemi, Tammy Olp, Pamela Olson, Jodi Pierre, Melissa Platkowski, Samantha Post, Judith Price, Francesca Rabas, Lynn Rotter, Jeffrey Schulz, Jon Shelton, Laura Sinclair, Kimberly Sipiorski, Kelli Strickland, Samantha Surowiec, Joanne Tulachka, Hleeda Vang, Sara Wagner, Jessica Warwick, Bethany Welch, Lauri Welhouse, Kerry Winkler, Nicole LaGrow, Jena Richter Landers, Katrina Hrvnak, Kay Voss, Laura Jarosz, Laura Nolan, Nathan Kraftcheck, Andrew Bleier, Abigail Drapalik, Nicole Micolichek, Stacie Christian, Crystal Williams, Pam Gilson, Aubrey Schramm, Tara Dapra, Mary Kate Ontaneda

3:01pm Meeting began

Virginia Englebert makes the motion to approve the minutes, Kate Farley second.

Chancellor Report:

Chancellor Alexander gave an update on Covid testing and GB. We are one of two campuses that came back to campus after the Thanksgiving Break. We are testing 300-400 tests a day and our numbers are staying low.

Professional Development with Microsoft will be helpful moving forward for AS and as a campus as a whole.

State Budget and GB Budget. State budget is a little nebulous, President Thompson's budget is very aggressive and if only a percentage of it is accepted will be a big step forward for the university. We can capitalize with what we are trying to achieve. State budget is a little unknown as we move away from the election. Not sure if another CARES Act will pass at the federal level. We took two-one-year lapses FY20 and FY21.

GB budget: in good shape, relative to other campuses. Not flushed with cash, in a safe position from year to year. There is base funding (the year to year money—doesn't move much) We have a little money in onetime money; since we have been financially stable for the past 5 years. Some base funding to address compensation. We have about 10% of our budget for one year in reserve. In the midst of the pandemic we are trying to look at what the university will look like outside of the pandemic and how we can capitalize now and invest for when things get back to normalcy.

Flexibility with work for faculty/ staff is wanting to continue post-pandemic. Trying to find new solutions with the same number of staff; what are the different ways we can solve this problem? The Digital Transformation Initiative is hopefully going to address some issues we have been experiencing since before the pandemic.

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Provost Report:

Kate Burns presented Lynn Niemi with her wine glass for being ASC Chair 19-2020-much needed in the current pandemic. Thank you, Lynn for all the work you do for this university.

Voluntary Academic Staff survey with how they are doing during Covid-19.

Spring Semester: at 50% of courses being online or virtual classroom. 13% courses hybrid or blended, 37% in-person or interactive video. —unexpected win of the pandemic is the use of virtual classroom— seems to be going well. Registration is down compared to where we were last year, (1,600 down). Think we will have an increase after the semester is over—students are very overwhelmed and just trying to get through the current semester first.

We are 4 weeks out from January term and 13% up from our J-term enrollment from last year.

SGA completed a student pulse check: There are concerns with how students are doing feeling very overwhelmed, not sure who they can turn to. Who are those sources of support?

New Business:

Lecturer Policy—Jon Shelton

The UC and the Union have been working on a proposal for lecturer working condition more secure. We have buy-in from Chancellor Alexander—many lecturers do not have job security. Title and Total Compensation has a few categories for “Teaching Professor” building in protection for these positions and hoping full-time lecturers can fit under these categories. Need to get feedback from the ASC and a priority for the UC for Spring 2021.

Instructional Academic Staff would automatically get faculty status (if they want), right now they have to apply for this status. They would have the option to be a part of faculty governance if having faculty status. Professional Development funds would still be available through ASC—can be messy but thinks it's workable. Workload of IAS differently; petition to have a course reassignment

Bylaw Vote:

1. Bylaw Academic Staff Committee Charge:

Motion to approve: Nichole LaGrow

Jamee Haslam Second

Passed 44 yes 1 abstain

2. Bylaw Academic Staff committee membership and meetings:

Motion to approve: Jamee Haslam

Second: Lauri Welhouse

Passed 43 yes 1 abstain

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Human Resources Report:

Title and Total Compensation: timeline for implementation will be 2021—month is unsure, most likely would be July 2021. Hit pause in march due to Covid-19, but reengagement has been happening since October; members of GB TTC are committee members of WLC, system reps, and HR. Sent map of employees to Deans and Supervisors, employee/manager conversations will happen in 2021. TTC website on system page has a lot of resources, check HR Connect for continuous updates.

Payplan FY21: 2019-2021 PayPlan, 2% increases in FY20 and FY21, waiting on formal confirmation, but have been told by System President Thompson to prepare for FY21 PayPlan. HR communicated with any employee that would potentially not be eligible—if you did not hear from HR you are OK! Got everyone taken care of who was eligible. An individualized memo will be sent out as to why you do or do not qualify for PayPlan. Making it very clear what classification each employee is. Emails come from HR—not a specific person in HR.

January 1st – effective date for A basis pay plan (12-month, annual)

January 3rd – effective date for H basis pay plan (hourly)

January 8th – effective date for C basis pay plan (9-month, annual)

Covid-19: Case Report even if working remotely if you are exposed, infected please fill out the HR case report.

Covid-19 Leave extension? We have no indication it will be extended, but for now Academic Staff the extension would end June 30, 2021.

Single Payroll Project: Standardize all employees to bi-weekly payroll. Paycheck deductions will be split equally between A and B paychecks. New employees will get paid quicker, implementation will be July 2021. Forthcoming from UW-System, as HR gets information they will communicate out to employees. If your direct deposit is split amongst different bank accounts this will have to be updated as well in this process.

EAP: confidential resources that assist employees at no cost, they are currently provided by FEI, January 2021 will have a new vendor; Kepler—HR will update employees with more information.

Furlough: July 1-December 31, 2020—number of furlough days are based on employee's salary—any outstanding furlough needs to be taken by December 30th. Employees must complete their timesheet for furlough or any other leave taken. Thanksgiving and the all campus Furlough day 11/27/2020 was automatically put in by HR.

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Other Business:

ASC meeting: December 16, 2020

Spring Assembly in May 2021

Motion to adjourn: Virginia Englebert

Second: Jamee Haslam

Assembly ended: 4:07pm