

**UW-Green Bay Academic Staff  
SPRING ASSEMBLY AGENDA  
May 6, 2021; 3:00 p.m.  
Via TEAMS**

- I. Call Assembly to Order (Sherri Arendt, ASC Chair)**
  - a. Approval of agenda
  - b. Introductions of ASC members and Leadership
  
- II. Chancellor's Report (Dr Michael Alexander, Chancellor)**
  - a. General Campus update/remarks
  
- III. Provost's Report (Dr Kate Burns, Interim Provost)**
  - a. State & Campus budget news, comments on UWS, BOR & Madison
  - b. Spring wins/Fall planning
  - c. Covid/Non-Covid updates
  
- IV. Academic Staff New Business**
  - a. Election results status
  - b. Call for future business items for the 21-22 Academic Staff Committee
  
- V. Human Resources Report (Melissa Nash, Director, Human Resources & Megan Noltner, Specialist, Human Resources)**
  - a. Single pay reminder
  - b. Title and Total Compensation Study Update
  - c. COVID protocol
  
- VI. SOFAS Report (Dr. Steve Meyer, SOFAS)**
  - a. Shared Governance update – Faculty Senate, University Staff
  
- VII. AS Committee Reports (Committee Chairs and ASC Liaisons) – See attached**
  - a. Personnel Committee (Lauri Welhouse)
  - b. Professional Development Allocations Committee (Tara Da Pra)
  - c. Professional Development Programming Committee (Sarah Bakken)
  - d. Leadership and Involvement Committee (Jodi Pierre)
  
- VIII. Other Business**
  - a. Next regular ASC Meeting: Thursday, May 20, 2021: 2:00p.m.; Via TEAMS
  
- IX. Adjourn**

## **COMMITTEE REPORTS:**

### **Academic Staff Professional Development Allocations Committee**

### **Academic Staff Professional Development Programming Committee (ASPDPC)**

Annual Report 2020-2021

Members: Sarah Bakken (Chair), Laura Nolan, Roger Wareham, Nichole La Grow (Secretary/Treasurer), Kate Farley (ASC Liaison)

Annual Update:

- Sarah Bakken took on the role of committee chair. With Laura's appointment to the committee ending soon, she wanted to allow a smooth transition so she could mentor incoming chair. In addition to Sarah, new members include Nichole La Grow and Roger Wareham
- Our committee co-sponsored a virtual event with University Staff featuring guest speaker, Nurse Jesse this past November.
- We supported CATL's virtual Instructional Development Institute this January with programming expanded again to reach Academic Staff. This year's theme was "Making Meaningful Connections."
- Over spring break in March, our committee co-sponsored with University Staff a virtual Microsoft Teams Training Event, with Scott Berg (CATL) and Kim Miller (IT). We opened the event to all staff and faculty. We recorded the sessions for those who registered to watch on their own time. With high participation and positive feedback, we plan on revising and putting on again in the future.
- Currently, our committee is working on developing a virtual DEI speaker event for June. We will be meeting at the end of this month to finalize plans for this event

### **Academic Staff Personnel Committee**

COMMITTEE MEMBERS:

Allen Voelker 20-22

Laura Nolan 20-22

Lauri Welhouse Chair, 20-22

Megan Noltner, (Human Resources Liaison) 20-21 (ex-officio non-voting)

Bryan Hulbert 19-21

Jena Richter Landers 19-21

Patricia Hicks (liaison from ASC) 20-21 (ex-officio non-voting)

SUMMARY OF ACTIVITIES:

Committee convened on February 15<sup>th</sup> to review the Covid-19 rubric to be voluntarily used in employee evaluations. With the assistance of the Secretary of Faculty and Staff an email went out to University staff outlining potential usage of the Covid-19 rubric. Another email will be going out to Academic Staff prior to evaluations.

### **Leadership and Involvement Committee**

**Annual Report, 2020-21**

**Members**

Bobbie Webster, Megan Leonard-Bisenius, Nathan Kraftcheck, Mike Kline, Jodi Pierre (chair), Virginia Englebert (ASC liaison)

### **Purpose**

The primary charge of the Leadership & Involvement Committee is to solicit Academic Staff to serve on various elective and appointive committees via an annual survey, prepare ballots for the elective committees, oversee the voting process, and make recommendations for appointive committees.

### **Activities**

The LIC met four times and conducted business via email when necessary. For the upcoming 2021-22 academic year, there were eight vacancies on three elective committees, and there were 14 vacancies on eight appointive committees.

In October, the Committee reviewed its charge, its workflow, and the committees that Academic Staff serve on.

In January, the Committee reviewed the academic staff committee interest survey and updated it to reflect changes in the Academic Staff Committee structure and meeting frequency. The SOFAS office distributed the survey on January 25 and reported the results to the committee after the survey closed on February 5.

The Committee met in late February to prepare the ballots for the elective committees. There were several candidates running for multiple committees, and there were no candidates for the additional campus representative on the Academic Staff Committee (ASC). As it has in the past, the Committee contacted staff who had expressed willingness to serve on any committee and asked if they were interested in running for any of the elective committees.

The SOFAS office sent the ballots to all academic staff on March 19, and the election ended on March 26. They reported the results to the Committee on April 5, and the Committee contacted the winners. There is still a vacancy on the Professional Development Allocation committee because some of the candidates were no longer able to serve on it. ASC, in consultation with the Committee, will determine whether to appoint a new member or hold a special election.

The Committee met on April 22 to select candidates for appointive positions and to appoint three academic staff members to the Student Leadership Awards Committee. The Committee then shared the names of the appointive candidates with SOFAS and ASC, so they could distribute them to the appointing committees.