

# MINUTES OF THE ACADEMIC STAFF GENERAL ASSEMBLY

December 16, 2010

Phoenix A, University Union

Presiding Officer: Brent Blahnik, Chair, Academic Staff Committee

Parliamentarian and Recorder, Clifford Abbott, Secretary of the Faculty and Academic Staff

Present: 53 academic staff members

**1. Call to order.** Brent Blahnik called the meeting to order exactly at 3:00 p.m. with the remark that refreshments were not available at this meeting but there would be opportunities later on (a sentiment that cynics thought might become the unofficial motto of the UW-System).

**2. Introduction of 2010-2011 Academic Staff Committee.** The Chair introduced the members of the ASC and welcomed all.

**3. Remarks by Chancellor Harden.** The Chancellor, speaking of the budget, warned people to be wary of rumors, especially since campaign rhetoric often differs from governing actions. He urged people to wait until the new governor's budget was announced. Cuts are expected and planned for. The hope is for flexibility in dealing with them and high priorities will be placed on retaining people and preserving instruction. In January work will begin on molding the strategic planning themes into a strategic plan and once the budget is known the newly formed Planning and Budget Council will begin its work of getting the planning to drive the local budget.

He then talked of plans to draw on our Eco U past to make UW-Green Bay an institutional leader in sustainability. A concrete step will be the hiring of a limited term employee as a sustainability coordinator, using some funds from the vacant position of University Counsel.

Work is moving forward on creating a foundation for UW-Green Bay, one separate from the UW-System Foundation we now use. This will allow the creation of limited liability corporations to support the institution in ways the state cannot. The Chancellor then asked for questions and was asked about specific ways a foundation might help. He offered two examples: having an LLC handle sponsored research and dealing with gifts of real estate, both of which are less flexibly handled through the state. The Chancellor ended by wishing all the recharging and rebalancing that comes with having fun during the holidays.

**4. Committee Reports.** Slightly altering the order of the agenda, Chair Blahnik then called upon the leaders of various committees for updates.

- Leadership and Involvement Committee. Chair Lynn Brandt introduced the members of this committee and summarized the report below.
- Academic Staff Personnel Committee. Chair Eric Craver introduced the members of his committee and summarized the report given below.
- Professional Development Allocation Committee. Chair Deanne Kusserow introduced her committee and summarized the report given below.
- Legislative Committee. Chair Darrel Renier introduced this committee and summarized the report given below.

- Professional Development Programming Committee. Chair Lynn Niemi introduced the committee, summarized the report given below, and reminded everyone of the Academic Staff Conference coming up in January 21, 2011.

**5. Unit Clarification.** Director of Human Resources Sheryl Van Gruensven handed out a FAQ sheet and offered a few remarks on the union initiatives asking if some academic staff positions need to be reclassified as classified staff and thus become union positions. The key point is that to be an academic staff position the work must be essentially unique to higher education. When asked about the timeline for the reclassification negotiations, Sheryl reported that in the past such efforts have taken over a year with extensive reviews and hearings. She urged people to make sure their position descriptions were accurate and up to date.

**6. Academic Staff Committee.** Chair Blahnik reviewed some recent issues. One was the ASC's support for joint governance committees, specifically for that status for the following: Academic Actions, Awards and Recognition, Committee on Individuals with Disabilities, Facilities Planning, Health and Safety, Institutional Assessment, Legislative Affairs, Library and Instructional Technology, Technology Council, and University Student Leadership Awards. He also reminded people that the ASC itself, as a governance committee, could not act as an organizing committee for unionization.

**7. Provost's Remarks.** Provost Wallace reported on a couple of administrative searches, one for a Vice Chancellor for Student Affairs and the other for a Dean of Professional Studies. She then reminded everyone of the activities of Convocation Week (January 18-21, 2011) and especially the attention Inclusive Excellence will be getting to help us with a problematic achievement gap. A climate study is coming in February as well. The remodelling efforts in Rose and Wood Halls are on schedule and the updates should move us into the right century. She also reported on a reading group currently in progress that is focussing on the challenges in higher education, an initiative that she plans to widen in the near future. She then thanked all for their hard work and offered good wishes for the holiday season. She was then asked to expand on the reorganization in Student Affairs. The dilemma here is giving Student Affairs the higher prominence that directly reporting to the Chancellor might give (for recruiting the best people and for having a seat on the Cabinet) without creating a silo separate from all the connections to Academic Affairs that have been so fruitful in the recent past. The solution seemed to be to create a Cabinet level Vice Chancellor for Student Affairs while keeping the Dean of Students and Dean of Enrollment Management as direct reports to the Provost.

**7. Adjournment.** The Chair then adjourned the meeting with news of the planned assembly for spring 2011 and with the urging of people to become involved in shared governance committees and activities. Grant Winslow added that the use of e-mail for union organizing is allowable.

## Committee Reports

### Leadership and Involvement Committee

12/8/10

- Timeline determined for Academic Staff Committee elections held in spring.
- Working on revising new Academic Staff Mentor Program:
  - Initial welcome email to be sent to all new Academic Staff.
  - Two follow up emails will be sent to all new Academic Staff during the academic year. These emails will contain information about happenings on campus, professional development opportunities, etc.
  - Each new employee will receive an Academic Staff Resource guide to assist them.
- This committee has been charged with calling for nominations for the Academic Staff Regents awards. There are two individual awards and one program award for non-instructional Academic Staff. An email was sent out the week of December 6<sup>th</sup> and deadline to electronically submit a nomination is February 1<sup>st</sup>, 2011. The campus will then forward two nominations for the individual awards and one for the program award to the Board of Regents.

I would like to thank the members on the committee for their efforts and input:

- Lynn Brandt (Chair) – Adult Degree Program
- Jennifer Hendryx - Adult Degree Program
- Jennica Fulwilder – Upward Bound
- Rosa Retrum – Academic Advising
- Renee Ettinger – Cofrin Library
- Kelly Kramp (Academic Staff Council Liaison) – University Union

Respectively submitted by Lynn Brandt, Chair

### Personnel Committee

December 15, 2010

Membership on this committee includes:

Renee Ettinger, Cofrin Library  
Mary Simonsen, Student Services  
Steve Newton, Career Services  
Aubrey Schramm, Adult Degree Programs  
Eric Craver, Outreach and Adult Access (Chairperson)

Dave Kieper, Committee Liaison from the Academic Staff Committee

This Personnel Committee met twice during the fall semester. Primary matters discussed focused almost exclusively on:

- Forced reclassification of UW-Green Bay Academic Staff employees;
- Unit clarification of some UW-Green Bay Academic Staff positions;

- Clarification/communication of the processes surrounding Career Progression and Title Change;
- Status of talks/negotiations surrounding Academic Staff elective unionization;
- UW System and Wisconsin Legislative threats to collective bargaining; and
- The future of the shared governance structure at UW-Green Bay.

A more immediate issue that needs to be addressed is the clarification of the charge and purpose of the Personnel Committee. The description and outline of duties for this committee is listed on the reverse side of this report and is taken from ARTICLE IV – Elective and Appointive Committees; Section C; found on pp. 60-61 of the Academic Staff Handbook.

Of primary concern is the observation that many of the responsibilities that are codified to rest under the purview of this committee (and more broadly, the Academic Staff Committee) have been transferred to the campus Human Resources Office.

The charge, purpose, and relevance of this committee needs to be defined and defined quickly – especially in light of campus, UW System, and state legislative issues at the forefront of our deliberations as a shared governance institution.

Respectfully submitted by Eric Craver, Chair

### **Professional Development Allocations Committee**

Submitted 12/16/10

- Held first meeting 9/23/10. Assigned tasks to committee members, went over funding guidelines, discussed any updates/changes.
- Committee does not meet in person regularly. Applications are posted online in GBShare. Committee members review and act on applications online. Discussion about any applications is conducted via email.
- Since July 2010:
  - 10 applications submitted
  - 10 approved
  - Total funding for 2010-11 academic year \$11,400.00
    - \$2,144.98 Allocated as of 12/2/10
    - Due to weather conditions, one staff member was unable to attend the approved conference, so this money will added back into the budget
    - Balance of \$9549.52 as of 12/12/10
- Committee is marketing available funding via Log and email
- Committee will continue to review applications online, and meet in person if/when deemed necessary
- Committee will hold an in-person meeting at the end of the academic year to review funding, new committee members, etc.

Respectively submitted by Deanne Kusserow, Chair

## Legislative Committee Report

December, 2010

Consistent with the responsibilities listed in the Bylaws, and in support of academic staff governance goals for 2010-11, the Legislative Committee accepted the following goals as part of this year's charge indicated with bullets. Committee actions follow in italics.

- Invite legislative candidates to campus for open forums in preparation for primary and general elections.

*This year's committee was comprised of faculty/academic staff/student representation and the group has worked on charges together.*

*Three legislative forums sponsored by the student government association with the help of faculty/staff legislative committee members was held for educational purposes and allowed many of the local legislators to speak to the campus community and in turn highlighted UW Green Bay's image with these people. Three forums were held and included the 1<sup>st</sup> and 8<sup>th</sup> Assembly Districts. The third and final forum was arranged between both candidates for state senate, but only one candidate could attend. The Legislative Committee made every effort to get both candidates to campus.*

- Monitor the progression of legislative and/or Board of Regents policies of specific concern to academic staff.

*At each committee meeting, Darrel Renier (C) would incorporate information from recent State Legislature decisions on UW-System related actions. Updates on collective bargaining legislation and state wide/campus furloughs were shared.*

- Meet with the campus Legislative Liaison to coordinate campus activities.

*Attendance by Dan Spielmann at the monthly meetings was commonplace. Discussions on improving UW Green Bay's position regarding state funding and other current budgetary issues occurred at each meeting. Recently, 2010 election results and implications for the university were discussed.*

- Initiatives for second half of 10-11

*Wait until the governor elect passes his budget for the 11-13 biennium before holding next Legislative Affairs meeting. Depending on outcome of 11-13 budgets, strategically mobilize students and parents to voice concerns. Hold additional forums with key legislators to address concerns over state funding and other budgetary issues.*

Respectively submitted by Darrel Renier, Chair

**Academic Staff Programming Committee**  
December 2010

Committee Members:

Laura Stark, Kimberly Vlies, Kimberly Desotell, Leif Nelson, Lynn Niemi

Activities for Fall 2010

- Completed Academic Staff Programming Survey (Sept 2010)
- Developed Academic Staff Blog - <http://blog.uwgb.edu/as/>
- Programs offered:
  - Tech-o Tuesdays
    - September – Social Networking by Todd Sanders
    - October – Create your own YouTube Channel by Leif Nelson
    - November - Make photos fabulous for free by Kimberly Vlies
  - TAUWP & Unionization – November 9<sup>th</sup>
  - Collective Bargaining Discussion – November 11<sup>th</sup>
  
- Programs Co-Sponsored:
  - Volunteer Management Workshop – October 5, 2010
  - Run for Congo Women – September 22, 2010

Activities for Spring 2011

- Academic Staff Conference “The Leadership Question” – January 21, 2011, 10AM-3PM
  - Keynote Speaker – Bill Collar “If it is to be, It’s up to me!”
  - Breakout Sessions –
    - How’s Your Leadership Attitude
    - Understanding Students through Student Development Theory
    - Followers: Where the Real Power Lies
    - Managing your Attitude to Maximize Performance
    - Walking/Running in the Student Athlete’s Shoes
    - The New Human Resources System (HRS) and How it will impact you.
- Other Spring activities - TBD

Recommendation to Academic Staff Committee – To have historically data on how the AS Programming funds have been spent and what programs have been offered.

Respectively submitted by Lynn Niemi, Chair