

ACADEMIC STAFF COMMITTEE
Meeting Minutes – 5 April 2010
SS 1324B

Members: Katrina Hrivnak (Chairperson) Linda Parins
Brent Blahnik (Absent) Dave Kieper
Eric Craver Lisa DeLeeuw

Guests: Julia Wallace, Provost

1.) CALL TO ORDER

- a. Meeting was called to order at 2:35 p.m. by Katrina Hrivnak, ASC Chair.

2.) CONSENT ITEMS

- a. The agenda was approved unanimously.
- b. Minutes from 12/3 and 12/17/09 ASC meetings approved as amended. Eric Craver will ask Mary Goral to post the 1/27/10 Joint ASC/Faculty Senate meeting minutes to the SOFAS website and report the 1/7 and 2/4/10 meetings as cancelled and/or held without quorum, as appropriate.

3.) ACTION ITEMS

- a. *Awarding of Emeriti Status*
 - i. The campus policy of requiring ten years of campus service in order to grant AS *Emeriti* status is consistent with other UWS campuses. It is recommended that we do not change the policy at this time.
- b. *Request for Academic Staff Professional Development Funding*
 - i. The application for Mai Lo Lee for funding was approved.

4.) DISCUSSION ITEMS

- a. *Amend AS Handbook to Allow Creation of Joint Governance Committees*
 - i. It requires a vote of the entire Academic Staff to amend the Handbook. This will be placed on the spring elections ballot.
- b. *Acknowledging Donors to the Academic Staff Development Fund*
 - i. The Professional Development Programming Committee is sending out thank you letters to donors.
- c. *Academic Staff Performance Evaluations*
 - i. The Academic Staff Committee does not *administer* this program but oversees it and defines the process.
 - ii. Katrina Hrivnak will ask Dave Kieper to speak with the Personnel Committee to ask for recommendations on changes for a comprehensive review of the process.
- d. *Spring Assembly*
 - i. Due to the Strategic Planning Sessions and follow up taking place this spring, we will not conduct a spring AS Assembly.

5.) INFORMATION ITEMS

- a. *Provost Report/Information Exchange*
 - i. The Strategic Planning Process is underway. E-mails went out to all faculty and staff to participate in upcoming planning sessions.
 - ii. Enrollment predictions are low for fall for new students, but are up for transfer students.
 - iii. Searches are still going on for the positions of: Dean of Students, Registrar, and Asst. Chancellor for University Advancement.
 - iv. An article appeared recently in the *Green Bay Press-Gazette* that outlined the UW System's intentions/plans for increasing enrollment.
- b. *ASC Chair Report (Including Cabinet and UC Reports)*
 - i. *Cabinet*
 - 1. The Cabinet has been largely focused on the Strategic Planning process.
 - ii. *University Committee:*
 - 1. Minutes posted to SOFAS website.
- c. *Faculty Senate Report*
 - i. Minutes posted to the SOFAS website.
- d. *Committee Liaison Reports*
 - i. Leadership and Involvement Committee is meeting to prepare the ballot and will move forward on the following schedule:
 - 1. April 7 – Meet to prepare ballot for approval
 - 2. April 14 – ASC to approve ballot
 - 3. April 15 – Ballot e-mailed out to all Academic Staff
 - 4. April 19 – Reminder e-mail to go out
 - 5. April 21 – Balloting closed and votes counted
- e. *UW System Academic Staff Committee Rep. Report*
 - i. UWS President, Kevin Reilly, has invited feedback on the impact of State Mandated Furlough Days. Lisa DeLeeuw will speak with Faculty Senate Chairperson, Brian Sutton, to how/if the FS plans to submit this information which is due by 30 April 2010.
 - ii. Minutes posted on the UWS website.

Meeting Adjourned at 4:15 p.m.

Next meeting will take place on **Wednesday, 14 April 2010** at 11:30 p.m. in SS 1324B for the purpose of approving the AS Elections ballot and nominees.

Next ASC Meeting will take place on **Thursday, 13 May 2010** at 2:30 p.m. in SS 1324B.

All meetings are open unless otherwise stated.

Respectfully Submitted by Eric Craver, Recording Secretary