

4.) ACTION ITEMS

- a. *Academic Staff Assembly*: Lisa DeLeeuw working with the Chancellor's Office to organize the Assembly at a time when Dr. Harden can be there.
- b. *AS Leadership Conference*: The theme for this year's conference is "On the Move" and it will take place at UW-Whitewater on July 22-24, 2009. Lisa DeLeeuw will ask the Provost's Office to sponsor four AS members to participate.
- c. *Spring Election ballots*: Lisa DeLeeuw will call Mark Olkowski, Chair of the Leadership and Involvement Committee, to finalize ballots. Final ballots will be approved by the ASC via e-mail.

5.) INFORMATION ITEMS

- a. Provost Update:
 - i. *UWGB H1N1 Flu Pandemic Plan Implemented*: Mike Mentzel was approved as "situation director" for the implementation of the plan. Mike is working closely with the Wisconsin Department of Health along with UWGB News and Media Information Coordinator, Mike Heine, to monitor the situation.
 - ii. Depending on the progress of the H1N1 outbreak, changes might be made to the final exam schedule with the possibility of allowing staff the opportunity to work from home.
 - iii. The Provost's Office will find four AS to attend the AS Leadership Conference this July at UW-Whitewater.
- b. ASC Chair Report (incl. Cabinet, UC Reports):
 - i. *Cabinet Meetings*: Information from 4/21 and 4/28 meetings – 4/7 and 4/14 meetings cancelled.
 - ii. *Pandemic Report*: Discussed new campus Pandemic Report
 - iii. *Affirmative Action*: Discussion on the campus' Affirmative Action Plan. Lisa DeLeeuw would like to see a program presented to campus on this topic. Lisa will speak with Sheryl Van Gruensven and ask her to post information on this plan to the SOFAS website.
 - iv. *Campus website policies*: New policies pertaining to campus-based websites are to be posted soon.
 - v. *Sexual Harassment Training*: Some faculty and staff still have not participated in the mandatory online Sexual Harassment Training. Anyone who has not completed the training should do so immediately.
 - vi. *Outdoor Facilities Plan*: The Long-Range Outdoor Facilities Plan was presented to Cabinet. This will be a \$13-15 million project.
 - vii. *Repeated Course Surcharge*: A proposal was discussed which would levy a surcharge to students who are repeating courses.
 - viii. *Minority Business Contracts*: UW-Green Bay is 4.3% toward the 5% goal of contracts going toward minority-owned businesses.
 - ix. *Provost Search*: All bios and curriculum vitae for provost finalists are posted to the Provost Search website.

INFORMATION ITEMS (Continued)

- c. Faculty Senate Report:
 - i. Meeting minutes are available online on the SOFAS website.
- d. Committee Liaison Report:
 - i. Committee Reports due at the June Assembly meeting. Liaisons need to inform their committees.
- e. UWS ASC Rep Report:
 - i. No Report
 - ii. Need to discuss selection of new UWS AS Rep.
- f. General: Information of interest to academic staff is posted on the SOFAS website: <http://www.uwgb.edu/sofas/>.

Meeting adjourned at 3:40 p.m.

Next meeting date TBA in CL828

All meetings are open unless otherwise stated.

Respectfully Submitted by Eric Craver, Recording Secretary