

ACADEMIC STAFF COMMITTEE MEETING MINUTES
Monday, April 2nd, 2007
12:30 - 2:00 pm, CL 825

Present: Sherri Arendt, Sue Bodilly, Dave Dettman, Paula Ganyard, Dan McIver, Paul Pinkston, Grant Winslow

1. Call to Order by Chair at 12:30

2. Approve minutes of March 19, 2007 meeting → Approved

3. New Business

A. Criminal Background Check Policy → Background checks will be conducted for all new hires. The committee was unable to determine the rationale behind adjunct faculty being exempt. Paula will try and get some more information concerning this.

Dan expressed concern over the time it takes for the out of state checks to come back. If checks are not done in a timely manner we run the risk of losing candidates to other institutions.

The committee will suggest that language is changed to make it clear that the candidate does not have to personally deliver the consent form to Human Resources. The committee also expressed concern that the policy applies only as high as Provost and there is not mention of the Chancellor's area. The committee agreed to revisit this issue at the next meeting.

B. Electronic governance elections → Will be used next year and will replace the current survey software.

C. Academic staff surveys → We need to make sure that the surveys are staggered and not all coming out at once. The committee decided that we would like to be informed when a new survey is going to be launched to assure timing and appropriateness. We ask that the Academic Staff committees alert their liaison if they are planning to develop and launch a survey.

D. Awarding Years of Service → Paula consulted with Sheryl in Human Resources. There is a form that needs to be filled out when an employee switches positions to ensure that prior years of service are recognized. The committee agreed that awarding years of service should be done across the board. Note that this issue only impacts the status of rolling contracts and does not impact years of service recognized for retirement.

E. ASC chair for 2007-08 → Dan is considering but would like to first discuss this with his colleagues to make sure he will be able to make the time commitment that comes along with this position. The committee will vote next time.

F. Retired faculty and staff benefits → Email service can be continued if requested but most retirees are unaware of this benefit. The committee agreed that a brochure documenting benefits for retirees should be created.

G. Recommendation for Chancellor's 10% discretionary fund → The committee agreed that if available the 10% should again be used to fund career progressions. It is recommended that we generate a pool of candidates in advance who cannot be forwarded due top lack of funds. It was agreed that the money should also be used for title changes and market equity adjustments.

H. Budget recommendations → Paula was asked that the committee provide comments. The committee expressed concern with the timeframe. Since comments are due only 14 days before the budget is due we feel that there is not enough time for those comments to be carefully considered and incorporated into the finalized budget.

I. Self-study and HLC reaccreditation process → The committee members may be called upon to answer questions for the review team. This would include outgoing and incoming committee members.

4. Old Business

A. Administrator Evaluations → No update. Sue will see how far along the sub committee is and have information to share for the Assembly.

B. Collective Bargaining → Resolutions from other campuses submitted thus far indicate that the majority of AS favor the right to collective bargain, BUT have serious concerns about the language of the current enabling provisions stated that would inevitably decouple academic staff pay plans from the faculty. Sherri stated that the Academic Staff Representatives will meet next Thursday. This will also be an item on the Assembly agenda.

C. Proposed sick leave changes / response to LAB audit → We need to respond by May 16th. This issue will be discussed at the upcoming Assembly.

D. Academic Staff Assembly date & time → April 27th → Paula will select a time and secure a location.

5 . Information Items

A. ASC Chair update (this will include an update from my meeting with the Provost since she is unable to attend) → Paula stated that since the candidates being considered for filling the vacant Deans position have withdrawn that the search and screen committee needs to go back to the pool and find another set of acceptable candidates to interview. If this fails somebody from within will be appointed.

B. System Academic Staff Rep report

C. Academic staff committee updates

D. General (Information of interest to academic staff is posted on the SOFAS website: <http://www.uwgb.edu/sofas/>)

All meetings are open unless otherwise stated.

Respectfully submitted by Dave Dettman