2021-2022 Academic Staff Committee Meeting Minutes

January 19, 2022 1:30 p.m.; TEAMS

- I. Call meeting to order at 1:34 p.m.
 - a. In attendance: Virginia Engelbert, Lynn Rotter, Laura Nolan, Nichole LaGrow, Patricia Hicks, Lynn Niemi, Bethany Welch, Monica Pynaker
- II. Determine minute taker
 - a. Bethany Welch
- III. Approval of minutes December 15, 2021
 - a. Motion by Lynn Niemi, second by Lynn Rotter
- IV. New Business
 - a. 2022 UW System AS Awards
 - i. Lynn N sent in 2 sets of names with additional names if needed; receipt was confirmed by Courtney S; 3 people gave 4 nominations total
 - ii. Virginia: set an appointment for us if needed; Lynn: Clif used to do it all, so we probably won't need to do anything else with it
 - b. UWS President Search
 - i. Lynn N: It was a closed meeting; we met both candidates & developed 8 questions initially, with an additional question added on tenure; Lynn's question was pulled at the last minute; mostly covered candidates' shared governance experience, understanding of tenure, compensation, university staff, structure and bonding of UW System (we cannot have debt—looking for understanding of that); both candidates are hire-able but have different experiences and both seem excited for position
 - ii. Next steps: gave feedback to Board of Regents; Lynn N explained her preference and faculty did not, just gave pros and cons for both candidates; no sense on what they will do with the feedback, but they will meet on Friday to discuss and probably make an offer
 - c. Climate survey
 - i. Bylaws state that we're supposed to do a leadership review every two years and we decided to request to have that removed because university staff will undertake that; instead, we'd like to do a climate survey every couple of years or so as to what AS are thinking about in terms of representation in governance and the university as a whole
 - 1. Q: Are we still in agreement that we want to change our bylaws to add this climate survey?
 - a. Lynn N: Have you talked about this to the Chancellor? Virginia: Not about the climate survey, specifically, but he's all for further input. His concern now is to have our governance meet the needs of everyone at the university; right now, with no voting position on the Senate, our AS role is largely powerless. The

- Chancellor is supportive of changes we might want to make in order to better represent the whole university.
- If we decide to do this, we'll include in the description that it's the responsibility of the AS Chair to bring results from the climate survey to the Chancellor in their one-on-one meetings
- Melissa Nash joined at 2 p.m. and commented that there have been discussions of a staff climate survey in the past and they opted not to at the time because COVID-related concerns were so overwhelming; it is a discussion item moving forward with leadership and with Equity, Diversity, and Inclusion
 - a. Nichole: Maybe we could craft our climate survey in such a way as to carry out our climate survey if the University Council survey does not go out in the next few years
 - b. Virginia: Also, we wouldn't get any feedback from that survey, and that is part of our goal for having this one; Follow-up from Lynn N: could we have access to that information? Melissa: it would be very general, so there should be communication of results, but the idea is in its infancy at this point; Follow-up from Nichole: would we be able to restructure the survey and use it again in the future? Melissa: we're not sure yet, but it will likely be a next year project, ideally occurring once every 3 years; the last time we did one, there was a student survey and a faculty/staff survey done at the same time
 - c. Virginia: in that case, this might be overkill; there's no guarantee this will actually happen and it might include different items from what we wanted to include; Follow-up from Lynn N: doing something is better than nothing; Follow-up from Nichole: can members from AS Committee be part of the process to craft that survey? And can we create our own with the caveat that we will use it if there isn't one created by University Council within three years? It will take us time to create and by that time we would know if the university is doing one that we can participate in or not
- ii. The Committee agreed to introduce this plan at the AS Spring meeting—we will work on a climate survey with the understanding that we will use it if the UC doesn't put out its own
- d. HR Update (Melissa Nash in place of Megan N)
 - i. Report was sent in advance of this meeting; any questions?
 - 1. Lynn N: How many appeals have we had for the TTC? Melissa: 1 appeal so far (due by Feb 4) from an Academic Staff member, which will be looked at after Feb 4; 6 or 7 changes were made to the mapping
 - Melissa: UW System will do a title appeal training on 3 dates (one at the end of January and two in early February); Laura: we'd like our committee to go through the training so we can help others with it;

- Melissa will share those dates; spoke with Kim M from University Staff Committee (no one has appealed there yet, but just in case there are some in the future); this appeals process is not the end of reviewing titles, so keep that in mind
- 3. Virginia: specific time schedule for instructional and non-academic staff to appeal when they get their titles? Melissa: yes, and they will work on logistical process with ASC and UC in the Spring; proposal was sent to Virginia and will be sent to this Committee, as well; will ask us for our perspective on process of instructional academic staff in future
- 4. Jamee Haslam joined at 2:15 p.m.
- ii. Laura: Are people supposed to upload new cards with booster information? Melissa: at this point, we're asking people not to upload that because you would have to create a new record; we have a Shared Services call tomorrow to clarify this HRS process; right now, just working with employees on the phone as it comes up
- iii. Virginia: N-95s are required as the standard, or is any mask fine? Melissa: any mask is fine; the university had a lot of N-95s so we made them widely available; the mask mandate has been extended to February 28
- iv. Melissa left at 2:22 p.m.; Monika left at 2:24 p.m.
- V. Old Business
- VI. Governance/AS Committee Reports
 - a. SBC—Jamee Haslam
 - i. Strategic planning exercise was last Thursday; brainstormed ideas on how could the external environment change over the next several years, then organized those ideas into various criteria, then talked through the categories, sorting from low- to high-impact items and leveled them based on predictability, then made a grid so they could focus on High Impact, High Uncertainty issues; the team took all of this information and will create a story based on all of that, bring it back to the group, which will meet again in April to take additional steps
 - 1. How leadership will use this is unknown right now
 - One of the questions was what would happen if UW-Madison went completely open enrollment; someone in leadership said that is under consideration and it might happen
 - ii. Next committee meeting is February 21 and next Strategic planning session is in April (the follow-up to that exercise)
 - iii. Jamee left at 2:33 p.m.
 - b. University Committee Virginia
 - c. T&TC Lynn Niemi
 - d. AS Personnel Committee Pat Hicks
 - i. No updates
 - e. AS Leadership & Involvement Committee Bethany Welch
 - i. No updates
 - f. AS Professional Development Programming Committee Nichole LaGrow
 - i. PD allocated resources to support IDI in January 2022

- g. Committee on Workload & Compensation Laura Nolan
 - i. No updates
- VII. Other Business/items for next meeting
 - a. UW System Presidential Transition Process feedback—Lynn
 - Lynn N collected feedback from committee members; ideas can be added to the document in the Teams folder by Monday, Feb. 14 so we can discuss it at our next meeting on 2/16 and approve it; Lynn and Nichole will work on the document in Teams to wordsmith it
 - b. We will invite Wendy Woodward, Chief Information Officer, to our next meeting
 - c. Virginia: Should we send out meeting reminders to our AS membership at large?
 - Lynn N: When we are bringing in a speaker, that's a good idea; Nichole: Important for people to know they can go to these meetings, and we can use the Team for work sessions as necessary
 - d. Virginia: Scheduled to meet with Chancellor and Kim M the week before our next meeting, so email her if we have any questions or issues to bring to him each month; she can give us updates, too
 - i. Lynn N: Talk to him about climate survey
- e. Virginia: We'll need to have a standing agenda item about Spring Assembly, too VIII. Adjourn
 - a. Lynn Niemi made a motion; seconded by Lynn Rotter