

**2018-19 Academic Staff Committee**  
**MEETING MINUTES**  
**November 7, 2018**  
**1:30 p.m.; CL 735**

**Present:** Jamee Haslam, Eric Craver, Sherri Arendt, Bao Sengkhammee, Parker Nadeau, Lynn Niemi  
**Absent:** Bethany Welch, Mark Krell  
**Guests:** Steve Meyer, Laura Nolan (Chair of ASPDPC Committee)

- I. **Call meeting to order** at 1:32PM
- II. **Minute taker**  
Lynn Niemi
- III. **Approval of meeting agenda**  
Vote: Motion to approve meeting agenda by Lynn, second by Sherri - Approved
- IV. **Approval of minutes** from October 24, 2018 meeting  
One typo that Jamee will correct.  
Vote: Motion to approve meeting minutes by Lynn, second by Jan - Approved
- V. New Business
  - a. ASPD Programming Committee budget (Laura Nolan)  
Laura addressed the committee to request the Guidelines that are referenced in the ASPD Programming Committee as the committee would like to consider planning an activity off campus with a social event to follow. More details to come. Steve Meyer will check to see if there are guidelines associated with this committee. Committee did not feel that there were parameters on where an event could be held.  
Past event: Dealing with Disruptions (low attendance, may reword the biannual event)  
**Upcoming events:**
    - Trauma Informed Care, Level I, Nov. 14<sup>th</sup> at 1PM by Dana Johnson
    - Trauma Informed Care, Level II in January (date TBA) by Dana Johnson
    - Spring event by Mark O'Connell on WI changing demographics (title, date TBA)
  - b. Academic Staff Committee 2019-20 and forward
    - Continue as Committee of 9  
Discussion on how to proceed for the upcoming year. Options are as followed:
      - (1) Extend the resolution on the transition year approved last year to have representation from the three branches
      - (2) Change the bylaws to increase the number of representatives on the A.S. Committee
      - (3) No action and continue to have 6 members on the AS Committee with all academic staff putting their names forwardFurther discussions and possible actions will occur at the next meeting.
    - AS Bylaw changes  
Proposed changes to the bylaws will be considered at the next meeting (see below)
    - SOFAS Steve Meyer  
Discussed the process for changing the bylaws.

Updated us that there are discussion at Faculty Senate/UC on how to incorporate the branch campuses. Nothing has been set up yet.

## VI. Old Business

### a. ASC By law discussion –

- Vice Chair to Chair succession

Will propose to remove the Vice Chair position from the Committee so there will be no succession. See bylaw changes.

Article III; E. Organization; 2) The Chair of the Committee shall generally be in the second and/or third year of his/her three-year term. The Chair of the Committee shall be elected by Committee members at the first meeting of the fiscal year. The term of the Chair shall be one year coinciding with the university's fiscal year. In the event of a vacancy in the Chair position, the remaining Committee members shall elect a new chair at the first meeting after the vacancy occurs

Article III; E. Organization; 3) g) REMOVE (g)

Article III; E. Organization; 4) Remove Vice Chair of the Committee

- Discussion on bi-weekly or monthly meetings

Proposed bylaw change to discuss at next meeting:

Article III – Academic Staff Committee; D. Meetings; 1) The Committee shall meet monthly or as business dictates.

### b. Start draft of assembly agenda (December 4, 2018 Christie Theatre 3 pm)

- Review draft and edit

We reviewed the agenda and made some suggestions on the order. Jamee will send us a draft to make comments and review so it can be finalized at our next meeting.

- Social is planned for after the assembly at the Phoenix Club from 4:30PM-6PM

## VII. Governance/AS Committee Reports

### a. Compensation and Workload Committee update (Jan)

T&TCS Open Fora: Nov. 12<sup>th</sup> at 1pm and Nov. 14<sup>th</sup> at 10am both at the Christie Theatre

### b. UWS System Rep. (Sherri)

Several memos have been distributed to Sherri. Some will requests feedback and others are informational. Sherri will ask at the UW System meeting what other schools to with this information and what is our responsibility to disseminate this information.

Memos shared to Committee on following information:

- [DRAFT SYS 135, UW System Undergraduate Transfer Policy](#)
- [DRAFT SYS 140, UW System Templates For Articulation Agreements Between UW System Institutions And WTCS Districts](#)
- [DRAFT SYS 145, Development and Operation of Off-Campus International Educational Programs for University of Wisconsin System Students](#)

- Online Student Assignments to RI Branch Campuses,
- Process for Transitioning remaining MOU Service Areas from UWC to RIs
- Restructuring updates regarding the Electronic Application (EApp)

- Draft Proposal to Repeal and Remove Five RPDs Related to Trust Funds

- RPDs 1-1 (UW System Mission) and 1-2 (Approval of Mission Statements): Recommendation to consolidate RPDs 1-1 and 1-2 into a singular policy and articulates principles to guide revisions to institutional mission statements.
  - RPD 2-1 (Emeritus Status): This is essentially a new policy which clarifies the authority for designating emeritus status for employees, establishes standards for eligibility and for privileges associated with emeritus status, and identifies conditions under which emeritus status may be revoked. If adopted, the proposed RPD would provide a framework to ensure that emeritus status is granted appropriately.
  - RPD 3-2 (Public Records Management): Recommendation to update, reorganize, and streamline the existing policy.
  - RPDs 18-1 (Organization of Extension and Outreach Activity) and 18-2 (Implementation of RPD 18-2): Recommendation to remove RPDs 18-1 and 18-2, which are considered obsolete, and for UWSA to develop new systemwide policies for the coordination and administration of the former UW-Extension programs.
  - RPD 26-1 (University Insurance Association): Recommendation to remove RPD 26-1 from the Regent Policy Documents, but allow the existing benefit program to continue as authorized by Board resolutions.
  - RPD 30-4 (Mandatory Refundable Fee Policies and Procedures): Recommendation to remove RPD 30-4 as statutory changes nullified this policy and the collection of this fee.
- c. University Committee (Sherri)  
Discussed Provost's search. Requested Jamee contact Chancellor to see when he will need name(s) for the Provost search.
- d. Faculty Senate (Jamee) – No report
- e. T&TCS Project Team Report (Jan)  
Open Fora: Nov. 12<sup>th</sup> at 1pm and Nov. 14<sup>th</sup> at 10am both at the Christie Theatre
- f. Personnel Committee (Jan) – No Report
- g. Professional Development Allocations Committee (Parker) – No Report
- h. Professional Development Programming Committee (Bao) – See New Business, Item a.
- i. Leadership and Involvement Committee (Lynn) – No Report

VIII. Other Business/items for next meeting, November 21, 2018

1. Bylaw changes
2. AS Committee members for 2019-20
3. Update on Campus Master Planning Committee (Lynn)

IX. Adjourn at 2:59PM

Vote: Motion to adjourn by Sherri, Second by Bao – Approved