

ACADEMIC STAFF COMMITTEE MEETING MINUTES  
Tuesday, February 14, 2006, 12:30 p.m. - 2:00 p.m.  
CL 828

Present: Lucy Arendt, Sue Bodilly, Paula Ganyard, Dave Dettman, Samantha Surowiec, Jane Swan, Grant Winslow

Guests: Dan Spielman, Dave Kieper

1. **Call to Order** by Chair at 12:30
2. **Minutes of January 31, 2006 meeting** → Approved
3. **New Business**

A. Discuss collective bargaining legislation with Dan Spielmann (1 p.m.)

Dan related that at this point it appears unlikely that collective bargaining will become a reality in the near future. There is little political support for the bill. The committee agreed that this is good for academic staff, as the collective bargaining scenario would decouple staff from faculty.

Dan shared recent news concerning TABOR and shared a legislative overview of the tax payer protection act. If passed this would put a cap on revenue, but not on expenditures, which may lead to further monetary problems for the UW system (an analysis is not yet available of how this might impact the UW system). Dan pointed out that a similar act has had a negative impact on higher education in Colorado.

B. Discuss 2006-07 proposed budget with Dave Kieper (1:30 p.m.)

Dave Kieper, Vice Chair and academic staff representative on the Strategic Budgeting Committee spoke about the role of the SBC and some of the important budget issues that have been, and are being addressed. Dave solicited concerns about the budget and the budget process. The Academic Staff Committee agreed that it would be useful to have a more clear definition of what is meant by the often used phrase “bottom-up” when referring to how budget decisions are made. The Committee also expressed a concern in how some of the budget cuts are being handled, in particular those that impact staff.

C. Discuss Orientation changes with Grant Winslow

Grant recently met with the chair of the Orientation Committee to discuss current orientation practices and ideas for how we might do a better job of educating new academic staff employees. He related that the faculty will continue the August breakfast, and the committee strongly agreed that Academic Staff, and well as Classified Staff should continue to be a part of this event. There are about 10-15 new academic staff hired each year, most at different times. The Committee agreed that one-on-ones are desirable as they allow for the session to be customized and can come at a time when the new hires have had an opportunity to become familiar with their jobs. The Committee agreed that it would be useful for a “one year plan” to be developed detailing the

process of orientation (what information is delivered and when). The Committee also agreed that it would be wise to communicate with supervisors to let them know what information their new academic staff will be given. Finally, the Committee agreed that Human Resources should be taking the lead on these initiatives with input from the Orientation Committee.

**D. Develop preliminary performance evaluation policy recommendations**

Tabled until next meeting

**E. Discuss possible bylaw changes (e.g., term length for Academic Staff Committee members, limited appointments and academic staff status)**

The Committee agreed that 3 year terms instead of two for the Academic Staff Committee would be a good change. The three year period would allow for members to become familiar with the intricacies of governance and allow them to make greater contributions. A three year term is also more consistent with the length of service for other university committees.

**4. Old Business**

**A. Finalize pay plan distribution recommendations**

Lucy discussed a draft of a memo addressing how we would like future discretionary funds to be used. The Committee, with recommendations from Academic Staff agreed that the funds should be used in the following manner with number one being the top priority:

1. Career progressions (a percentage and dollar amount consistent with faculty increases from assistant to associate to full professor).
2. Title Changes
3. Equity Adjustments

Lucy will share the memo with Committee Members before the memo is circulated.

**B. Discuss budget and personnel issues**

Tabled until next meeting

**C. Discuss standing committee updates - Is everyone on track?**

Tabled until next meeting

**5. Information Items**

**A. ASC Chair update: Limited appointments, Campus Wide Community Building**

No Update

**B. Provost update**

No Update

**C. Academic staff committee updates, including System Academic Staff Reps report**

No Updates

**D. General**

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

All meetings are open unless otherwise stated.