

ACADEMIC STAFF COMMITTEE MEETING MINUTES  
Tuesday, October 17, 2006, 12:30 p.m. - 2:00 p.m. CL 825

Present: Sherri Arendt, Dave Dettman, Paula Ganyard, Dan Mciver, Paul Pinkston  
Grant Winslow

Excused: Sue Bodilly

Guests: Sue Hammersmith, Melissa Jackson and Sheryl Van Gruensven

1. Call to Order by Chair at 12:30
2. Approve minutes of October 3, 2006 meeting → Approved
3. New Business

A. Personnel Policies and Practices Report by the Legislative Audit Bureau → A summary of the report can be accessed at <http://www.legis.state.wi.us/lab/reports/06-12highlights.pdf>. The entire report is available at <http://www.legis.state.wi.us/lab/reports/06-12highlights.pdf>.

The committee has not been asked for comment at this time but Paula asked Sherri to determine who we would issue a statement to in the event we thought it necessary. The committee agreed that accumulating sick leave and vacation time are perks that inspire talented individuals to choose employment by the UW System. Paula asked that we solicit feedback from academic staff in our areas and be ready to comment at the next meeting.

Sheryl Van Gruensven noted that a response to the Personnel Policies and Practices Report by the Legislative Audit Bureau could be forwarded to her and she could pass it on to the appropriate parties.

B. Background Checks (Melissa Jackson and Sheryl Van Gruensven)

Melissa and Sheryl addressed the topic of background checks. They stated that background checks will be done on all new hires starting January 1, 2007. The UW System is planning on signing a contract with HireRight, a commercial firm specializing in background checks. Melissa and Sheryl are working on a draft of the campus policy that is due to system by November 1. This draft will be sent to the ASC and UC for comment. Right now the sense is individual campuses should not invest too much energy in developing in house policies and procedures since it is likely the UW System will offer "suggested" approaches that may override individual campus decisions.

C. Date for Fall Academic Staff Assembly

Paula will set a date and a time for the upcoming Academic Staff Assembly meeting. She will also book a room and communicate the details to academic staff members via email.

D. Academic Staff Forum, November 2

Issues of interest will be forwarded to the Provost to be addressed at the Assembly. Possible topics include but are not limited to:

- Talking points for the growth agenda to be used when communicated with those running for office. Also, how will the growth agenda impact academic staff across campus?
- What next steps (if any) are being planned concerning the recently completed campus master plan?
- Update and information on the HLC and NCAA self studies.

- Information concerning the NSSE survey that looks at student engagement. How do we compare?

#### 4. Old Business

- A. Campus Community Building Council – Paula said that there was nothing to report.
- B. Chancellor's 10% Discretionary Fund memo – Paula reported that Dean Rodeheaver stated the memo was fine and that it would be brought to cabinet in the near future.
- C. Handbook changes for hearing bodies - tabled

#### 5. Information Items

- A. ASC Chair update – no update
- B. Information exchange with the Provost

The Provost commented on the usefulness of NSSE (National Survey of Student Engagement -- <http://nsse.iub.edu/index.cfm>) data to make improvements in keeping students engaged. Although the data for our campus is not all favorable, ideas for improving are being generated and collaboration between faculty and staff appears to be something we can expect as the data is evaluated future directions are plotted.

The Committee suggested possible topics (see above 3 D.) for the upcoming Forum.

- C. System Academic Staff Reps report –  
Pres Riley had requested a statement of support from AS Committees but reps suggest that this explicit statement be tied to the idea that if the Growth Agenda is supported that it not overburden AS at our own institutions. This should include statements about fair compensation, benefits, etc. We are to email suggestions for this statement to Dave Carlson.

Joint Session with Ron Singer, VP for Academic and Student Services & Al Crist Growth Agenda reception on individual campuses discussed. Most campuses have experienced disengagement at the campus level. We are to ask of AS Committee if our Faculty Rep endorsed the GA? I am to ask our AS Committee if they do indeed endorse the GA? Also to ask the AS, how were we involved at the campus level in the creation of the GA?

Be aware that the individual HR's are in the implementation stage on a background check audit and they will have to follow the System policy that is in effect. We are asked to check with our own HR to see how the background checks are being kept confidential.

- D. Academic staff committee updates –
  - Professional Development Programming Committee submitted their programming plan.
  - Nominating Committee has been given the task of soliciting nominations for the Academic Staff Regents Award for Excellence

#### E. 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.

*Respectfully Submitted by Dave Dettman*