

Approved 10/10/2007

**Academic Staff Council Meeting Minutes
September 19, 2007
Room 523, 432 North Lake St., Madison, WI**

1. Call to Order/Certification of Open Meeting Notice Compliance

Chair Maguire called the meeting to order at 9:03, certified compliance with the Wisconsin Open Meetings Law and reviewed the agenda. Members attending: Culviner, Coffey, Maguire, Apple, Kramer, Blinkenberg. Others: Wilson, Van Kekerix, Schultz, Wodyn.

2. Approval of Minutes from August 8, 2007

Motion to approve minutes by Coffey; seconded by Culviner. No further discussion. Motion carried.

3. Chancellor/Vice Chancellor Report

Chancellor Wilson started by welcoming members and expressed appreciation for their participation in shared governance. He will provide an update on several items: strategic planning, a legislative update, his travels, and an opportunity for questions.

Strategic planning: a shared vision, though not new, was unveiled in February. We are the premier maximum access institutions of the UW System. The Board of Regents, UW System and people around the state have embraced this vision. A decision was made to wait somewhat before delving into a planning process; he feels we are now ready to do that. David Wilson, Greg Lampe and Marv Van Kekerix have been meeting to discuss how to shape this process. They met earlier this week to populate the steering committee. Members include (list not yet complete): David Schejbal and Paula Langteau (Dean representatives); Lee Cunningham, Pat Malone and another TBD faculty member from UW-Extension; Tonya Evans (academic staff representative); and Shelley North (Classified staff rep from an integrated unit); Marilyn Holt-Smith (UW-Extension Board of Visitors rep). The first meeting of the committee will be in October; David Wilson will charge the group and then Marv Van Kekerix will lead the process. An expedited timeline is in place to fit in with the UW System strategic planning framework. The Chancellor referred to the [June 2007 Communiqué](#) that outlined the strategic priorities; this group will work with the other Extension and Colleges units to make sure there is alignment between the unit plans and our plan at the institutional level.

Legislative update: we are still where we were last month, with no budget. The Assembly tried to break the budget into pieces, K-12 and municipalities. They passed the K-12 budget at the level the governor and senate had requested. They also voted on spending limits for municipalities. There is no co-sponsor of this legislation in the Senate, however, so it will not go any further. Further, the governor has stated he will not act on a piecemeal budget. Wilson continues to meet with legislators. He had another visit with Rep. Huebsch last week that went much better than the first one; Huebsch told Wilson he had much to be optimistic about. He left his office this time with a little more enthusiasm and hope. Wilson is scheduled to see Rep. Steve Nass again today. He continues to make an effort to find a common ground between his office and our institutions.

4. Travels: Wilson continues to visit counties and recently went to Lincoln, Taylor, Sauk and Columbia counties. He sees the same theme--faculty and staff who are uncommonly dedicated to our work and carrying out our mission and underappreciated at the local level and statewide. He sees just phenomenal work on the part of faculty and staff in responding to needs. He visited his second research station; a great visit to Arlington that included about 45 other local leaders including two legislators. He also went on a canoe trip (literally "sent down the river") with other local leaders organized by a basin educator to focus on environmental issues. These have been real opportunities for him to understand that UW-Extension is not an institution in Madison; our institution is unlike any other—it is "out there"—and central administration needs to be aware of that.

Maguire asked about the status of some policy items that still need Chancellor approval in order to move forward: Chapter 10; UPG 16 and UPG 15. Wilson, Van Kekerix and Schultz will meet to discuss moving these forward.

Wilson requested that item #9 (senior administrators attending Academic Staff Council meetings) be moved up: at the Chancellor's staff meeting on Monday, he proposed that more of the senior administrative staff be in attendance at governance meetings. This is not for them to take over the meetings or interfere with them, but could be helpful by having the appropriate administrative staff present if certain issues come up. It would also give them a broader understanding of our institutions and the issues we grapple with. Wilson asked if members feel comfortable with this. There seemed to be agreement by members that this was a great idea. Maguire suggested obtaining a list of those members, forwarding them a meeting schedule, welcome their presence, and remind them that they could be tapped for their expertise if the need arises. Wilson also clarified that this is not a substitute for he or Marv attending the meetings.

Vice Chancellor Van Kekerix shared information on a new award; the Academic Staff Regents Award for Program Excellence. He thinks this a good move toward recognizing efforts that do not fall into the strict definition of academics.

5. **Chair's Report**

Member Mission presentation: Maguire suggested that at each meeting members take turns explaining how their work fulfills our mission. He is taking the first turn and went on to explain what he does in the course of his work. He shared the Wisconsin Public Television Annual Report (WPT) for 2006. He briefly mentioned the outreach efforts and partnerships that WPT has. He feels the Wisconsin Idea really comes through in the work of public broadcasting. Blinkenberg also distributed information on "The War" which will be aired beginning this weekend. Nancy and Darlene will take their turn next month. December: Tom and John for Continuing Education, Outreach and E-Learning. February: Allisanne. March: Lynne.

Report/follow-up on New ASC Member Orientation: Maguire reported on this orientation which included translating the acronyms and where we fit into the big picture of shared governance.

Planning Joint Meetings with UW Colleges: two co-located meetings are scheduled in January and April. Maguire asked members for feedback on what to do with this time. Maguire will follow-up with Hosler and Ceccarelli of the Colleges. Faculty Senate has two senators who volunteered to help plan this meeting (Lersch and Knudsen). Wilson's understanding is that one way the day could possibly unfold is that there would be time for a common agenda (perhaps an hour to an hour and a half); then the groups would meet separately. Wilson outlined a couple items that could be presented at the common meeting time (e.g. strategic planning). He challenged this group to think about presenting a unified voice on particular issues, and how we get there. **Maguire and Culviner volunteered to be on the coordinating committee for planning the January meeting.** We will put this item on the agenda for the October 10 and November 14 meetings.

6. **Committee appointments**

Distinguished Prefix: John **Fischer** has indicated interest in continuing on this committee. Motion to approve by Kramer/Coffey; no discussion; motion carried.

Nominations: Nancy **Coffey** agreed to chair this committee. Motion by Kramer/Blinkenberg; no discussion; motion carried. Motion by Kramer/Culviner to add **Blinkenberg** and **Apple** as committee members; motion carried.

Communications: Culviner (chair), Campbell-Pinson, Maguire and Ralston-Berg are interested in serving. Motion by Kramer/Apple to approve; no further discussion; motion carried.

A notice will be sent to all academic staff for interest in further populating these committees.

By unanimous consent the committee also reaffirmed the **Title Review committee: Kramer (chair), Fischer, Maguire, Coffey.**

7. **CASI Representative Report**

Kramer reported that Wayne Brabender and Penny Ralston-Berg have continued to stay involved in the title review efforts. A pilot training project is being developed for 4-H; Brabender will take the lead with this. The ad hoc committee will stay involved in this effort. Kramer also mentioned that Mary

Detra reminded her that a governance representative is needed for the Cooperative Extension Academic Standing Leadership Committee. More clarification on their rules is needed in order to determine who they are looking for.

8. Committee Reports

System Academic Staff Reps Council Report. Tom Culviner will attend the meeting scheduled tomorrow.

[By unanimous consent; meeting time extended to noon.]

Leave Reporting: a draft document from the ad hoc committee was previously distributed via email. The document first provides background on the evolution of this issue. Maguire distilled that the issue is how the workweek is defined, which is problematic because of the spectrum of workweeks worked by Extension employees. The committee came up with a recommendation for defining a UWEX workweek. (Schultz said the reference to Cooperative Extension will be removed because this is an institutional definition.) The faculty senate objected to the second last paragraph of the definition document and voted to remove it. The committee will meet again before the response to System is due on 10/30. After discussion, Maguire said procedurally we don't yet have a recommendation and this draft has not been shared more widely than governance groups and the committee's intent was to share it with all faculty and staff. Maguire asked the Council how best to proceed. After discussion, Maguire recognized the need for the committee to do further work on the workweek recommendation for the response to UW System; and clarify whether this should go to all faculty and academic staff. Blinkenberg said she'd like to see the revised recommendation again before sharing it with all. Academic Staff Council (ASC) position: **Coffey motioned to remove paragraph 4 of last page; Kramer seconded; motion carried.** Van Kekerix added that references to specifics like Cooperative Extension be removed to make the document applicable to all divisions. He also suggested adding something about the importance of all employees submitting leave reports. **Maguire motioned to report back to the ad hoc committee on leave reporting that we would like to have a draft of a recommendation available at the October ASC meeting that includes the revisions/edits as discussed today including language that is more general than Cooperative Extension; to resolve the issue of whether to distribute the draft recommendation to all affected employees; ASC would like to see the policy [cite specific policy?] remain that the minimum 40-hour work week window is defined by the agreement between employee and supervisor; and affirm the committee's concession that System develop consequences for employees that do not comply with leave reporting policy (capping yearly leave accrual, not granting leave for month that leave is not reported, etc.). Motion seconded by Blinkenberg; motion carried. Replacement motion by Maguire (based on Apple's friendly amendment) to have draft recommendation available to governance groups before the October meetings; seconded by Culviner. Motion carried.**

[During discussion above, motion to extend meeting to 12:15; carried]

9. Adjourn

Meeting adjourned at 12:15 p.m.

Recorded by Wodyn, 9-19-07