

Approved 03/21/2007

**Academic Staff Council/University Committee Joint Meeting Minutes  
February 14, 2007  
The Pyle Center**

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

Meeting called to order by University Committee Chair Rob Burke at 9:08 a.m. who also certified compliance with the open meetings law. Introductions were made. University Committee members present: Rob Burke, Tom Hooyer, Michael Childers (for David Nack), Mary Gruenewald, Karen Nelson. Academic Staff Council members present: Bill Mann, Michael Maguire, Mary Jane Ederer, Nancy Coffey, Penny Ralston-Berg, Darlene Kramer, John Fischer. Others attending: David Wilson, Marv Van Kekerix, Ray Schultz, and Kate Wodyn. Kay Taube joined the meeting later.

**2. Chancellor/Vice Chancellor Report**

Vice Chancellor Van Kekerix provided an update on the status of the joint governance work group. This group has not met yet but the hope is to schedule the first meeting in the next month or so.

Chancellor Wilson began the shared vision discussion with a thank you to those who attended in person or via distance the "Maximum Access" event last week. He has been overwhelmed with the positive feedback he has received. He is thinking of a way to make that feedback available for others to see. He asked for reactions from this group. Kramer mentioned the staff in her county (Outagamie) viewed it together (approx 7) and said there were excellent reactions and excitement about making the university more accessible. Watching it in a group allowed for discussion. Mann mentioned that some of the technical difficulties were because of the number of people that were trying to access the presentation. The streaming audio is now available on the Web. Maguire commented that reactions can vary depending on the diversity of experience among staff. Ralston-Berg said she had heard positive comments about cross-divisional involvement in strategic planning. Burke said he heard the governor mention affordability in his budget presentation yesterday. Gruenewald commented that she listened later and read the script. She feels like some of the comments she has made were included and commended the chancellor for listening. Regarding the shared vision piece, she feels passionate about being able to start her own education by going to the Manitowoc Center. Her work now is with clientele who may not be interested in degrees but are interested in lifelong learning and are interested in community change. She would like to make sure this is still part of the shared vision--maximum access with individuals as well as groups to bring about community change. Wilson agreed that maximum access means application of transformational change and responding to what communities want. In the strategic plans, units will look at how their mission relates to the umbrella vision of maximum access.

Model 10—feedback on the organizational chart has been invited until 2/16. Wilson commented that the basic principle is that the senior team would no longer be exclusively Extension or Colleges. Responsibilities would now cut across both institutions. The second principle is that we are looking at efficiencies and that can mean different things. For example, we have achieved some efficiency in IT that was not there previously. Another example is bringing together media relations, legislative affairs, marketing, and communications under one director. This was especially opportunistic since David Giroux left for UW System. He further explained that the Provost and VC for academic affairs (left side) has functions related primarily to Colleges but some cross-institutional responsibility. The UW Colleges dean will dually report to the Provost and Chancellor. The Administrative and Financial Services area is based for the most part on a recommendation from Steve Wildeck and Sue Schymanski. The Vice Chancellor and Associate Vice Chancellor will report jointly to the Chancellor for the next 3-5 years. One reason for this is to create more institutional memory. The Vice Chancellor for Extension and Colleges and UW-Extension Provost will have responsibilities that cross both institutions, for example strategic planning. UWEX Deans/Directors will continue to dually report to both the Extension Provost and the Chancellor. Links will be added to the boxes on the chart so that by clicking on them you will get more detail on that particular unit (Cooperative Extension, for example). Wilson asked for questions. Coffey asked about names being added to the chart. Wilson

replied that in the next week or so he will name the senior team. Discussion ensued regarding the chart. Childers asked why the Director of Human Resources was not a direct report to the Chancellor. Wilson admitted this is an area he is rethinking. The trend nationally is that this is seen as more of a business function reporting to the CBO, but this is not the case in Wisconsin. Gruenewald asked where governance fits into this. Typically this function has reported to the Provost (chief academic officer) and this most likely will not change. Childers also said he heard in Wilson's speech about enhanced collaboration with the technical colleges and asked if this was included in the Inter-institutional Agreements (IIA) box under the Provost. Wilson replied that this decision is premature, although Provosts Cleek and Van Kekerix are looking at academic collaborations, but primarily between Extension and Colleges. Van Kekerix clarified that the IIA piece is primarily the agreements between Extension and the other UW institutions (Provost to Provost agreements) and are allocations (FTE and funding) concerning continuing education, SBDC and some Cooperative Extension investments in specialists at various campuses.

Strategic planning process-next steps: Wilson referenced the communiqué he sent yesterday via email and encouraged all colleagues to read it. Next step in strategic planning is on Feb 21, when Dennis Jones from National Center for Higher Education Management Systems (NCHEMS) will speak with a number of groups about NCHEMS' experience in helping institutions develop strategic plans. Based on the feedback to his presentation, we will decide whether he would be a good resource for us or not. Wilson referenced the "bubble chart" (handout). The next step is to begin thinking about the strategic plans for each unit, which will be a unit-driven vision and strategy, not something dictated by the Chancellor's office. He just asks that those plans be reflective of maximum access. He will appoint one member of the senior team to oversee and guide the strategic planning process but not do it; the planning will be done at the unit level. Maguire asked if there will be a minimum charge for the planning to look at alternative funding models. He thinks we will need money to do more innovative, creative programming. Will there be the expectation for some intentional planning about resources? Wilson replied that perhaps after Dennis Jones' visit he may come up with some general principles (perhaps 4-5) to guide the strategic planning process, and this could be one of them. Some of the other chancellors have come forward with specific proposals that have resonated with the people and have resulted in some reinvestment. We need to do the same. Wilson said once we get an idea of where the strategic plans are in regard to revenue streams, we will go there.

### 3. **2007-09 Pay Plan Distribution Guidelines**

Van Kekerix provided background. The specific guidelines are spelled out in Board of Regents policy. The draft distribution plan has provisions for pay plans for 2% or less and more than 2%. There is a means whereby the deans/directors (the third 1/3) have some flexibility but still within the 1/3, 1/3, 1/3 guidelines. The chancellor has not elected to take 10% for discretionary use to meet special compensation needs, which is consistent with the way UWEX has operated in the past. Nelson asked how we as an institution will deal with compression issues; this is a real issue on some of the other campuses. Van Kekerix replied that the merit/market component can be used to address compression. A separate vote from each governance body is needed to approve the distribution guidelines. For Academic Staff Council, **motion by Coffey to approve the 2007-09 pay plan guidelines as presented; Ederer seconded. Motion carried unanimously. For University Committee, Gruenewald motioned to approve the 2007-09 pay plan guidelines as presented; Hooyer seconded.** Childers asked about the 1/3, 1/3, 1/3 distribution. Van Kekerix replied that the dollars come from and are distributed at the divisional level. He also clarified that the solid performance criteria has to be met first. **Motion carried unanimously.** There was some additional discussion about salary compression issues.

### 4. **Chair Reports**

Burke mentioned the upcoming faculty tenure workshops, April 30 in Eau Claire, May 1 in Green Bay and May 18 in Madison. Same format as last year. Burke said things have been extremely quiet. Mann reported that a special Academic Staff Council meeting is planned for 2:00 on Feb 27. He extended an invitation to University Committee members to join him and Ray Schultz on a Feb 20 trip to Green, Iowa and Grant county offices to talk about governance. Another trip is planned for March

20, locations to be determined. Hooyer commended Mann for this effort. Maguire also recognized Mann's efforts on increased communication and awareness about governance.

5. **System Faculty Reps and Academic Staff Reps reports**

Nelson reported that Rebecca Martin (interim UW System Senior VP of Academic Affairs) is working hard on the Legislative Audit Bureau personnel audit and some serious repercussions coming out of that (the possibility of colleague coverage being taken away). Nelson was not sure how this relates to us because we operate differently with vacation and sick leave. Van Kekerix said colleague coverage is based on instruction in the classroom. The technical college transfer issue is also a concern. Nelson also referenced and passed around a copy of the shared governance principles and guidelines document and the proposal to have some common group that UW System administration could come to on issues. Martin has asked for more specifics about what type of issues the Regents would come to this group for. The search committee for the Senior VP has been named (no Extension rep). There has also been a lot of discussion around domestic partner benefits. The governor has put this in his budget proposal. Maguire brought up the issue about employees engaging in political activity and Van Kekerix said this is a good time to remind staff about the guidelines. There was no Academic Staff Reps Council report (Mann believes there is a meeting tomorrow).

6. **OPID/SoTLT discussion**

Kay Taube, assistant dean in Continuing Education, Outreach and E-Learning, is one of two OPID (UW System Office of Professional and Instructional Development) reps for Extension. Extension has received small OPID grants in the past that encourage personnel to do scholarship in teaching and learning, scholarly inquiry, etc. (Reference email sent with meeting materials). A small planning group with representatives from each division have been trying to spearhead efforts through professional development activity. They would like to have a closer relationship with the governance groups because they think issues are similar--enhancing career progression whether faculty or academic staff. They would like a representative from each governance group to be part of this planning group. There is an event scheduled for March 12 (11-Noon) via WisLine Web on what the Scholarship of Teaching and Learning (SoTL) is and examples that make sense for Extension. They would also like to use SoTL work to document career progression for faculty and academic staff. The two reps would be asked to help plan professional development events. **Penny Ralston-Berg** is already on this group, so she could also be the Academic Staff Council rep. Mann said he would like to attend the March meeting. Hooyer said this could be useful information to be presented at the tenure workshops. Schultz responded that this would probably be more appropriate at the department level. Burke expressed interest in being the faculty rep, but distance would be a factor. Taube responded that joining by phone is an option. Schultz said that the faculty rep would not have to be a University Committee member. Burke also mentioned Will Andresen as a possible member on this group. A decision on the faculty representative should be communicated to Kay Taube or Ray Schultz.

7. **Approval of Minutes**

University Committee minutes of January 9, 2007: hearing no changes, Burke considered them approved.

Academic Staff Council minutes of January 10, 2007: Maguire motioned to approve; Kramer seconded; no discussion, approved.

8. **Select representatives to serve on Regents Teaching Excellence Awards selection committee**

Nancy Coffey volunteered to be the academic staff member. Mary Gruenewald volunteered to be the faculty member. Nomination materials will be shared with them and a meeting will be set up for them to recommend a single nominee.

9. **Academic Staff Council committee reports**

*Distinguished Prefix Committee*--Fischer said they are behind schedule, but a meeting will be scheduled soon to orient new committee members.

*Nominations committee*--this committee met last week to recommend the Extension nominee for the

Academic Staff Regents Award for Excellence. They recommended Franklyn Boll, a videographer from Wisconsin Public Television, who has recognized nationally for his work. Each of the four categories of criteria were strongly supported by Malcolm Brett, interim director of Broadcasting and Media Innovations. Boll has been with Extension for about 30 years. Ederer mentioned that his nomination materials included a plan for how the award would be used if he received it, and this impressed the committee.

*Communications committee*--Penny Ralston-Berg distributed a draft communication survey for consideration at the special meeting on Feb 27.

**10. University Committee Scholarship Document progress report**

Mark Kopecky was not in attendance, so there was no report at this time. Gruenewald said she gave an update on University Committee activities at the (Cooperative Extension) Academic Standing Leadership Committee meeting and there was a question as to the status of this document. The one-page fact sheet as well as department examples will be presented at the March faculty senate meeting.

**11. Update on minor changes to UPG #15 approved by Academic Staff Council**

Schultz explained the proposed change in the makeup of the review committee for instructional academic staff. The change is to replace "faculty member" with a "program area or service unit representative". It is unclear whether this change needs to be approved by faculty, but he wanted to bring this up before the University Committee. Ray will send University Committee members the policy and well as the proposed change for their review and this will be put on their next agenda.

**12. Discussion of Institutional Issues and Opportunities Appropriate for Joint Governance**

Gruenewald picked up on Wilson's request for any feedback from this group on the Model 10 organizational chart. The group felt the following points are worthy of additional discussion:

- Recommend Director of Human Resources report directly to Chancellor
- Governance function should be included on chart
- Concern about great detail in some areas but lack of detail (for instance in Coop) in others

(Motion to extend meeting by 15 minutes by Hooyer/Burke; carried)

Maguire suggested that a narrative be included with the final organizational chart sent to UW System that some of these designations might change.

Gruenewald would like to see the discussion continue past the Feb 16 deadline and be on the agenda for the next meetings, to allow for more thoughtful discussion. Hooyer suggested identifying a point person to collect comments. Individuals can comment by 2/16 but as a group the consensus was that we need more time.

Wodyn suggested setting up listserves to facilitate discussions. Three lists will be requested: one joint list and two separate lists for each group.

**13. Adjourn**

The meeting adjourned at 12:15 p.m.

Recorded by Wodyn, 2/14/07.