

Approved 06/18/2008

Academic Staff Council Meeting Minutes
14 May 2008
432 North Lake Street, Room 523
Madison WI

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

Chair Maguire called the meeting to order at 9:07 a.m. and certified compliance with the open meetings law. Council members in attendance: Michael Maguire, Allisanne Apple, Lynne Blinkenberg, Ja'tawn Campbell-Pinson, Nancy Coffey, Tom Culviner, John Fischer, Darlene Kramer. Others attending: Robin Shepard, Ray Schultz

2. **Approval of 25 April meeting minutes**

The minutes of the 4-25-08 meeting were edited to add the name of the 2008 individual ASC Award Recipient and the names of the nominees for the 2008 Regents Academic Staff Individual Award, Carolyn Diane Johnson, and the name of the Regents Academic Staff Program Award, Wisconsin Nutrition Education Program. Motion to approve by Blinkenberg; seconded. Motion carried.

3. **Provost/Vice Chancellor Report**

Interim Provost and Vice Chancellor Robin Shepard presented information on a number of areas.

Budget: Rosemary Potter has indicated that some of the "fixes" will be completed now, and more will come in the fall. There is approximately a 600M shortfall. The cut for all state agencies looks like about 60 M for now. The UWS will share part of this cut, hopefully around 15 M. This could be part of the Utility payments overage. Nothing specific for now. We do not know if it will affect the ASI for 08-09.

Pay-Plan: Two versions are possible: 2 -2 - 1 or a 2 - 1- 2 percent raise. The 1st number is for 1 July 2007 (we received this money in January). The 2nd number is for 1 July 2008 and the 3rd number is for April, May, or June 2009. We do not know if there will be 2% in July and then 1% later, or vice versa, and the date for the second raise in 2009 is uncertain.

Announcements: The new Director for DEED search is proceeding. The PD is almost final and should be out next week. The Provost's Office will host 3-5 internal round table discussion between different entities in Extension concerned with Economic Development in order to help develop a strong relationship between Coop, CNRED, DEED, SBDC, Ag, and Family Living. Each round table will be a 3-4 hour discussion about how to share personnel and resources to help people concerned about economic development at the local level. The hope is to develop better role clarity and role classification that can lead to both regional and statewide collaboratives. The Dean of CEOEL will also be part of these roundtables. The Economic Development Portal is undergoing a "soft launch" for now and there will be a more formal launch in August or September.

Molly Delany has been hired as the new executive assistant for the Provost's Office. She will start in late May or early June.

The Chancellor entered the meeting. He added some more information about the Budget, the shortfall, and the likely cut for the UWS. He indicated the Governor is not satisfied with the current budget repair bill and may veto some parts. The Governor has indicated he will protect the K-12 and UW systems. The Chancellor mentioned that if there is a cut to the UWS, one area that may be reviewed is the subsidy the UWS currently provides for veterans returning to school. The subsidy is about 80% of the cost and the UWS may ask to count that 80% subsidy as part of the UWS share of the budget cut.

The Provost search is proceeding. Applications are in (4-30-08). There is a good group of candidates. Next week the committee will select semi-finalists and formalize presentation topics and interview questions. Finalists to Madison in late June for 3 full days.

There were two DINs submitted to the UWS as part of the budget discussions for the next biennium. One is for ASI phase II and one is for CNRED development in the Northwest part of Wisconsin.

4. **Chair Report**

The chair repeated some of Robin's statements about the search for the new Provost. "It is a plumb job". UW-Extension is the best Extension across the US, we are the premier extension. We have 4 divisions and this adds a greater scope to our work and our organization. Michael asked ASC members to send him their thought about what is important for the new provost to know, have, and be able to do.

Michael sent to the Chancellor the letter from the ASC comments and thoughts about the Strategic Plan and has shared the letter with the Council.

5. **Replacement for John Fischer on the Council.**

It was noted that there were two persons who had sent in nomination forms for the Council elections this year who had missed the deadline for receipt of nominations. These persons were considered as likely candidates to replace John Fischer who is resigning effective 1 June 2008. Apple moved and it was seconded to replace John Fischer's 2008-2010 term which begins on 1 July 2008 with Michael Maguire and to leave the portion of John Fischer's current term vacant between his resignation on 1 June 2008 and the end of the term on 30 June 2008. Motion carried.

6. **Academic Staff Representatives Council report**

Tom said everything that needed to be covered was in his email of 25-12-08. There was general discussion of the email. Michael, on behalf of ASC will share the email with Sharon Klawitter, the UW-Extension Academic Staff Representative to the President's Advisory Committee on Compensation. The ASC would like to invite Sharon to a future meeting of the ASC to share her thoughts and experiences on the committee with the Council.

It was noted that on 18 June 2008, Rebecca Martin, the UWS Vice President for Academic Affairs will visit the Dane County Coop Office. It was also noted that Bob Jokish, Ron Singer, and Lisa Kornetsky would like to visit academic staff. Michael will contact them.

Allisanne Apple informed the Council that she is seeking a 3 year rolling horizon contract and will keep the Council informed of the progress.

7. **Committee reports:**

Communication survey—Maguire distributed the survey/cover letter draft. If he doesn't hear back from anyone on changes (change DEED division name) he will go ahead with this. Tom will ask Penny about how this will be delivered (electronic means). Maguire will plan a field trip with Ray in the next couple of months.

Distinguished prefix—There was one nominee for this year. The Committee decided to not recommend the nominee to the Chancellor. There was a meeting with the nominee and the rationale for the recommendation was shared. John suggested a timeline for the committee by recommending that when the Council selects its person for the committee, that a note be sent out in July or early August to set dates for the committee to meet in January and February. If no candidate submits documentation, the meeting dates can be cancelled, but if the dates are not established early, by the time the candidate submits in December, it is often difficult for the committee to select meeting dates. The Distinguished selection timeline will be added to the ASC Calendar of Events.

Nominations committee—The committee reviewed the call for nominations for new members for the Academic Staff Council. The request for a narrative statement from the nominee will be a required part of the nomination process. If nominations are not complete at the time of the nomination deadline, they will not be accepted.

There was a general discussion of the procedures for nominations for the Academic Staff Council Awards. Two awards given by the Council are excellence awards for individual academic staff members representing category A (professional staff) and category B (instructional staff).

Additionally, awards have been presented to the nominees from UW-Extension for the Regents Awards. In the past there were two Regents award categories. This year (2008) the Regents added a third category. The Regents receive nominations for 1. A teaching excellence award (category B UW-Extension Academic Staff are eligible to be nominated for this award), 2. An Academic Staff Regents Award of Excellence and 3. An Academic Staff Program Regents Award of Excellence.

In the past, the ASC automatically gave ASC awards to the Regents nominees and since there was a third category added this year, the ASC added the option for the nominee for the program award to automatically receive an ASC award. The procedures used by the nominations committee were updated to reflect the above changes. Apple moved that the Council accept these revised procedures; seconded and passed.

With these procedures, the Council confirmed an ASC award to the Wisconsin Nutrition Education Program as the nominee from UW-Extension for the UW Regents Academic Staff Program Excellence award.

8. **Follow-up items;**

a. **Collective bargaining – continuing update/discussion**

Nothing new to report at this time.

b. **Title Review Workshop.**

Staff from Youth and WNEP attended the workshop pilot in Stevens Point on 1 May 2008. A binder of information and background material was shared. Presentations and discussion of the information took place. Examples of different portfolios were exhibited for information. The pilot appeared to be a big success. People in particular liked the different exhibits that clearly showed there were many means to document how to meet the criteria. The Ad Hoc Committee will continue to meet. Darlene and Nancy would like to continue on the committee even though their terms on the Council end on 30 June 2008. Michael moved to accept their continued participation on and leadership for the Title Review Ad Hoc Committee; seconded, passed.

9. **Proactive discussion of institutional issues and opportunities for appropriate academic staff governance.**

The budget development process was discussed briefly. The Strategic Planning Process for Extension was discussed briefly. Darlene, Wayne, and Penny were recognized for their work on the Title Review Ad Hoc Committee and their contributions to the WisLine Web last year and the pilot workshop this year.

10. **Adjourn**

Nancy moved and it was seconded to adjourn at 11:27 a.m. The motion passed: 6 yes, 1 no (John Fischer).

Recorded by Schultz 5-14-08