

Draft distributed – not yet approved

Academic Staff Council/University Committee Meeting Minutes

August 8, 2007

The Pyle Center – Madison, WI

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

The meeting was called to order at 10:09 by Chair Maguire for Academic Staff Council and Vice-Chair Nack for University Committee. The meeting complied with the Open Meetings Law.

Academic Staff Council members present: Michael Maguire, John Fischer, Darlene Kramer, Nancy Coffey, Tom Culviner, Ja'Tawn Campbell-Pinson

University Committee members present: Chris Kniep, Karen Nelson, David Nack, David Hart, Rob Burke, and Greg Blonde (by phone).

Others attending: Marv Van Kekerix, Ray Schultz, Kate Wodyn

Maguire reviewed the agenda and suggested moving the Leave Reporting item up to ensure adequate time for discussion.

2. Approval of Minutes

University Committee: hearing no changes, Burke considered the minutes of July 10, 2007 approved

Academic Staff Council: motion to approve minutes of July 11, 2007 by Kramer; Coffey seconded. Motion carried.

3. Introductions and brief outline of ASC/UC Joint Meetings

Introductions were made. Maguire explained the purpose of joint meetings which occur 4 times per year.

4. Vice Chancellor/Provost Report

Vice Chancellor Van Kekerix started with a quote by Mario Andretti that suggests if you feel everything is under control, you are going too slow. Much time has been spent discussing the budget situation. The Chancellor has sent a couple of emails to all staff about the impact of the proposed Assembly budget. Wisconsin Public Television, Wisconsin Public Radio and the School For Workers have been particularly targeted. We've been in contact with constituents asking them to make contact with legislators on our behalf. In addition, the Chancellor has had conversations with Republican legislators. A number of messages have encouraged employees to make contacts, but Van Kekerix emphasized that this must be done on an employee's own time and with their own resources. He shared that today there will be an announcement about a hiring freeze in our institutions until the budget picture is more clear. There will be a couple of exempted areas: UW Colleges Instructional Academic Staff (IAS) hired to teach those classes that already have students enrolled in them; county-based staff in Cooperation Extension where the county has already made a commitment. There will be an appeal process for other positions. He is not suggesting that all recruitment be stopped, but an offer of employment would not be made until the budget situation is resolved. Discussion ensued. Nack mentioned some other proposed cuts that would affect all state employees (distributed handouts) regarding health insurance and pension contributions. Nack asked about whether it would be appropriate for the governance groups to weigh in on this in the form of a resolution. Van Kekerix said it would be appropriate and Schultz outlined the role/responsibility involved in being members of a governance group. Maguire would like to see some reference to a better way of budget development because the current process is not doing anyone any good. Nack commented that any resolution should be worded carefully and respectfully and for two audiences; first to our own constituents and then to the public including the Legislature's conference committee. The wording will take time and a subcommittee was suggested. Nack, Burke, and Maguire expressed interest and this will be taken up again in item #9.

Other items reported on by the Vice Chancellor: The Board of Regents acted on a 5.5% tuition increase except for a tuition freeze for UW Colleges in an attempt to ensure broad access. He mentioned two upcoming events; an institutional orientation is scheduled on Aug 15-16. Chairs of governance groups have been invited for a panel discussion on governance within the two institutions

and what the upcoming issues might be. The other invitation is for participation in the UW Colleges Convocation on Aug. 30. Members commended Van Kekerix and the administration on their handling of the budget situation and their openness.

5. **Chair Reports:**

Burke—reported that he has received an email from the Chair of the Faculty Tenure Advisory Committee expressing their willingness to work with the ad hoc committee looking at scholarship/tenure policy. That subcommittee is meeting for the first time on August 10.

Maguire—he is looking at what issues to tackle at the first few meetings of the new governance year, budget being one of them. There was consensus to move on that. New member orientation is also something he is considering.

6. **Ad Hoc Leave Reporting Committee Report**

Nelson reported that two teleconferences have taken place. Prucha/Schultz agreed to put the discussion into some sort of a draft. Nelson said the discussion was largely about communicating to legislators the complexity of our schedules. Despite the complexity and multiple ways of tracking schedules, this indeed is being done. Our recommendations may not include significant changes in leave reporting; we don't see an overhaul, but will provide significant rationale for keeping the current system in place. Nelson also suggested looking into how much vacation is given up and this could also indicate that we are not using sick leave either (the Legislative Audit Bureau (LAB) report dealt more with sick leave than vacation). Our approach will be proactive and in the interest of educating the LAB. BAMI and CEOEL divisions have submitted reports to the committee and these will be incorporated into the response. The committee hopes to have a draft response for approval at the September governance meetings and respond to UW System by October 30.

7. **System Faculty Reps/Academic Staff Reps Council Report**

Faculty Reps: Nelson had no report since this group has not met over the summer. Nothing new has happened on the proposed shared governance principles draft; no email traffic at all.

AS Reps: Fischer reported that he was just added to the group listserv and has a calendar of meetings. Tom Culviner will serve as alternate.

8. **ASC/UC Names for Strategic Planning Committee**

Vice Chancellor Van Kekerix referenced the Chancellor's WisLine teleconference last week where he mentioned the makeup of the strategic planning steering committee. Three faculty and one academic staff member from Extension will be on this committee and governance groups are charged with nominating individuals. The committee will design its own process and Van Kekerix will bring a proposal for them to consider. He is thinking of 5-6 meetings in the fall leading to a draft document in January ready to share/discuss at the co-located governance meetings with Colleges in January.

The committee's focus will be to understand the kinship and intersections between the institutional goals/principles/priorities and the various division/unit strategic plans. Chancellor Wilson's timeline suggests a final plan in February. Van Kekerix feels that this process does not get in the way of the strategic planning processes in the divisions and looks seriously at the way the priorities on the institutional level play out in the individual units. There will be ongoing discussion on how those intersections continue in the years ahead. Burke asked about a facilitator and who will actually write the plan. Van Kekerix responded that those pieces have not been dealt with yet. Dennis Jones is available to us and Van Kekerix plans to have him provide us with an analysis of the needs of the state. Jones is undertaking a similar task with the UW System as a whole and Van Kekerix is interested in how we fit into that.

Van Kekerix indicated he would like a range of names to select from for flexibility, but the committees do not have to forward all names if they are not comfortable with that. He also emphasized the need for the representatives on the steering committee to keep in communication with their respective governance group.

Names submitted:

**Academic Staff—Penny Ralston-Berg, Jason Messer, Amy Pikalek, Tanya Evans, John Pinkart
Faculty—Pat Malone, Marty Havlovic, Tom Anderson, Lee Cunningham, Jon Zander, Mary**

Gruenewald, Kathy Eisenmann, Mary Mehan-Strub

Nelson moved; Kniep seconded to forward faculty names as above; motion carried.

For Academic Staff, there was some discussion about the lack of a BAMI nomination. **Motion by Fischer; seconded by Kramer to forward academic staff names as above; motion carried.**

9. Discussion of Institutional Issues and Opportunities Appropriate for Governance

David Nack read a rough draft of a resolution in response to the proposed Assembly budget. Ensuing discussion suggested other things to include in the resolution (also reference ECB cut, question claims that budget is actually 3% increase; need for education in thriving communities, etc). Burke, Nack, and Maguire will continue work on this. Two cover letters (signed by both chairs) will be drafted, one to faculty and academic staff and a second to the conference committee. This will also be released to the media if the groups agree to that. **Motion by Coffey to form an ad hoc committee of Burke, Nack and Maguire to write a resolution on the budget to be addressed internally and externally to the legislature's conference committee that would address the issues articulated above and authorize them to forward the resolution. Motion seconded by Culviner; carried unanimously.**

10. Communications Between Governance Groups and Their Constituencies

Maguire mentioned the communication survey developed by the ASC. Penny Ralston-Berg will distribute the survey as soon as a change (in chair name) is made in the cover letter. It was recommended that the survey also be shared with University Committee.

Distribution of minutes: members expressed a preference for a link to the website rather than attachments to email. Meeting documents and limiting access are other issues to be worked out. Outlook public folders, a password protected website or D2L will be explored (Wodyn).

11. Naming of Representatives to Systemwide Extension Council (SEC)

Both Academic Staff Council-appointed reps are willing to serve again: **Randy Parvin** and **Lisa Lehman**. Agreement to reappoint by unanimous consent. For University Committee, **Karen Nelson** agreed to be the SEC rep; appointed by unanimous consent.

12. Competition with the Private Sector Committee

A faculty member is still needed (academic staff member is John Fischer) for this committee. An issue that may come up involves the Big 10 Network, but our institution still needs to have this committee in place. Dave Hart volunteered – he said his department has had similar issues come up and so he is familiar with this. **Nelson motioned to appoint Dave Hart to committee; Kniep seconded; motion carried.**

13. ASC Council Committee Assignments

This item tabled, since two members are not here. Fisher expressed his interest in continuing to serve on the Distinguished Prefix committee.

14. New Member Transitions

Scheduling of Academic Staff Council new member orientation: Maguire will communicate by end of month with proposed dates for a new member orientation.

Rights and responsibilities: Schultz will present this to new senators at the September Faculty Senate meeting and encouraged members to think about other ways to communicate this. Schultz has compiled Academic Staff Council highlights from the past year and offered to do something similar with University Committee/Faculty Senate (Burke will assist with this). University Committee members agreed that this is important to spend some time on at the Sept. meeting; Ray will send the PowerPoint that he will use.

Issues likely to come up in the coming year: Collective Bargaining (Maguire)

15. Academic Staff Council Title Progression committee

The committee met this morning and talked about next steps. A small pilot program and needs

assessment will be developed for academic staff in the 4-H program. The Cooperative Extension CASI chair, Jerry Clark, will be invited to the September meeting to discuss recommendations for policy changes in title progression.

16. How Can ASC, UC and FS be more proactive on emerging governance issues?

There is the feeling that we have been proactive, especially on some joint issues. Maguire mentioned Mark Bradley's address at the Academic Staff Leadership Conference and expressed that there seems to be some momentum building from the Board of Regents aspect. Van Kekerix added that Bradley has been on the Board for a while, is familiar with Extension and has participated in one of the county leadership programs. Bradley is also this year's UW Colleges Convocation speaker. Maguire mentioned a standing item on the Academic Staff Council agenda will be an "elevator speech" on the part of academic staff members on how their job contributes toward the mission of our institution.

17. Adjourn

The meeting adjourned at 1:32.

Recorded by Wodyn, 8-8-07.