

**ACADEMIC STAFF COUNCIL MEETING**  
**Tuesday, December 9, 2014**  
**9-11:30am**  
**Pyle Center, Madison**

Attendees: Ryan Anderson, Tom Culviner, Bill Klase, Lori Skelton, Erik Ernst, Emily Johnson, Krystal Wambold, Greg Hutchins, Steve Wildeck, Dan Hill, Judy Ballweg  
Via Phone: John Munson

**Call to Order at 11am and Certification of Open Meeting Notice Compliance – Emily Johnson**

**Approval of November meeting minutes**  
Minutes approved.

**Research and Misconduct Policy – Jordon Ott, Mark Dorn**

- Council members support the edits to the Policy as presented. A motion from Bill Klase to approved the Research and Misconduct Policy as presented today, seconded by Erik Ernst. Voice vote. Motioned carried. The revised policy will need Board of Regents approval along with implementation and training.

**Chapter 10 Changes and Professional Development Needs**

- Continued conversation from institutional human resources director with all human resource representatives is needed to build awareness of the Chapter 10 language change, professional development, and implementation. Revisit topic in January.

**Work/Life Balance (doing more with less and fewer people) – Krystal Wambold**

- Krystal led an Academy for Leadership & Innovation presentation on this topic. Discussion included ramping up of duties, tools, boundaries, feeling safe enough to say “no”, supervisory knowledge/professional development is needed, feeling safe enough to admit our limitations, we serve the public and the public doesn’t see our limits. Revisit topic in January.

**Chair Report – Emily Johnson**

- Thanks to everyone who participated in the dialogue with UWC/UWEX Chancellor Finalists and provided feedback.

**Academic Staff Mentoring/Coaching System – Bill Klase**

- Discussion continues around the need for formal academic staff mentoring/coaching around the topics of:
  - onboarding
  - title progression
  - knowledge transfer
  - creating a culture/expectation for ongoing mentoring/coaching

Divisional examples were shared. Bill Klase will draft a letter to the Provost providing background and ask for support to move this initiative forward. It was suggested this topic be discussed at the November Deans/Directors meeting. Revisit this topic in December.

**Program Managers title review process – David Prucha**

- David explained that with the implementation of the University Personnel System (UPS), effective July 1, 2015, there will be an institution-wide title and compensation review. The Council is asking to be part of ongoing dialogue and involved in the process. It will be important to measure the scope of work as positions have evolved. There is a need to develop current criteria. David has offered to help coordinate communication with HR directors and Administration. Revisit topic in December.

### **UW System Academic Staff Council Representative – Tom Culviner**

- Discussion included granting Emeritus Status for academic staff.

### **Planning “out of Madison” Council Meeting – Emily Johnson**

- Suggested scheduling this meeting for July or August and incorporating a council member orientation.

### **Merit Compensation Discussion – all**

- Discussion included – divisional approach, accountability (non-renewals, dismissal, supervisor accountable), criteria to be developed together with individuals who may receive merit, goals, going beyond what you are required to do, identifying minimal standards, develop criteria for individuals who don't get merit, develop an Academic Staff Council statement supporting an inclusive process.

### **Council “Big 3”**

1. The council was proud to honor former member and outstanding woman Shelley King-Curry with an Academic Staff Council Award for Excellence. Shelley recently attended the UW System 19th Annual Women of Color in Education Awards ceremony on October 18, at UW-River Falls where she was presented the UW System award.
2. A lively discussion was held about the development of a formal mentoring or coaching mechanism for Academic Staff. Topics covered in the discussion included: onboarding, title progression, knowledge transfer, and creating a culture of mentoring and coaching.
3. Council members also discussed merit-based compensation.

### **Future agenda topics:**

- Work/Life Balance – doing more with less and fewer people
- Planning “out of Madison” Council Meeting – July or August
- Program Managers title review – David Prucha
- Merit Compensation Discussion – John Shutske
- Mentoring/Coaching for Academic Staff – Bill Klase
- Dialogue with Chancellor, Cathy Sandeen

Meeting adjourned at 1:05am

~minutes submitted by Judy Ballweg~