

**ACADEMIC STAFF COUNCIL MEETING**  
**Tuesday, December 3, 2013**  
**9-11:30am**  
**Pyle Center, Rm. 220**

Attendees: Pamela Seelman, Emily Johnson, Shelley King-Curry, John Munson, Bill Klase, Dan Hill, Judy Ballweg, Krystal Wambold, Erik Ernst, Tom Culviner, Jessica Tormey, Ray Cross, Aaron Brower

Phone: Lori Skelton

Guests: Carla Anderson, Human Resources Director, BAMI  
David Prucha, Human Resources, UW-Extension

1. Call to Order at 9:05am and Certification of Open Meeting Notice Compliance – Krystal Wambold
2. Approval of November 5 meeting minutes – carryover to January meeting
3. Interim Provost Update – Aaron Brower
  - UW Flex Option: Officially opened on November 18. There are currently 2,500 students in the application process. A counselor/coach will be following up with each potential student to talk through next steps. Cohort 2 (4 new institutions, 4 new programs) will be announced at the Board of Regents meeting scheduled for December 6. For more information, check out the website – <http://flex.wisconsin.edu/>
  - Compensation and Budget Planning: The Deans/Directors of each division have been in conversations to determine how to address the base cut, earmark money for supplemental compensation (money for retention, equity and compensation) as well as seed money for a new investment fund. An advisory committee will be formed to help think through this process (criteria, amount, how to replenish). Aaron is asking for Council and Divisional representation. Please forward 1-2 names to Aaron (cc: Krystal) by December 17.
4. Interim Secretary of the Faculty and Academic Staff – Dan Hill
  - Dan is asking to drop “academic” from his title to be more inclusive of the Classified Staff Council. Voice vote in favor of new title .... Interim Secretary of the Faculty and Staff.
5. Chair Update – Krystal Wambold
  - Next Dialogue with Dean: January 7 – Rick Klemme, Dean and Director, Coop Ext  
Topics for discussion include: (1) Coop Ext Wage Study and Academic Staff and (2) Chapter 10 revised language
6. Relationship Building with Legislators – John (lead), Krystal and Jessica Tormey
  - Be looking for the periodic UW Colleges and UW-Extension e-Updates which will include news about employees, campus news, state and federal news. Jessica, Assistant Vice Chancellor and Director of the Office of External Relations, talked about many ways that UW-Ext is getting the word out about what’s happening in Extension. Everyone is urged to “like” UW-Ext on Facebook (<https://www.facebook.com/uwex.uwc>) and follow @UWC\_UWEX on Twitter. Any feedback or posting ideas should be sent to [Jessica.tormey@uwex.uwc.edu](mailto:Jessica.tormey@uwex.uwc.edu)
  - Jessica distributed and discussed UW Colleges & UW-Ext Communications & External Relations Timeline. This is a calendar of major meetings, initiatives, and events taking place over the course of the next year or so.
  - Jessica and Ray Cross talked about advocacy needed to articulate our role and the value of our work. They are working with the resource advocacy network. Ray encouraged us to work on making legislative connections.
7. Academic Staff Council Strategic Plan Reports
  - Academic Staff Conference / Mini Conferences – Emily (lead), Bill, Shelley
    - This group is working on brainstorming the need for a conference: topics (title review, mentorship), framework, location is all being discussed. Emily will forward working notes to Judy for including in minutes.

- Make ASC More Visible / Elevator Speech – Krystal (lead), Bill  
--revisit topic at January meeting
  - Compensation Plan: remind the Dean of your division that academic staff is part of the conversation.
8. Committee on Academic Staff Issues (CASI) Report – Bill Klase
    - Next meeting is December 5
  9. Academic Leadership Standing Committee (ALSC) Report – Shelley King-Curry
    - Next meeting is December 16
  10. UW System Academic Staff Report – Tom Culviner
    - Discussion included compensation and reviewing the roles of instructional academic staff
  11. Title Progression Workshop during WNEP Conference, March 4 – Shelley King-Curry
    - Dan Hill will moderate a 90-minute breakout session.
  12. Committee Reports
    - Nomination Committee – Emily Johnson  
--Emily has created a helpful timeline for planning the 2014 ASC Awards of Excellence
    - Distinguished Prefix Committee – John Munson  
--two applications have been submitted and committee will be meeting soon.
    - Communications Committee – John Munson  
--Big “3” from this meeting include: (1) Jessica Tormey, Assistant Vice Chancellor and Director of the Office of External Relations, talked about many ways that UWEX is getting the word out about what’s happening in Extension. Everyone is urged to “like” UWEX on Facebook (<https://www.facebook.com/uwex.uwc>) and follow @UWC\_UWEX on Twitter. (2) Provost Aaron Brower updated the Council on the status of UW’s Flex Option program and provided the latest information on compensation and budget planning and (3) The Council continues to wrestle with Chapter 10 language, specifically the appropriate usage of the Fixed Term Terminal appointments.  
--Judy will prepare a message to all UW-Ext academic staff that will also include the Big “3” from October and November meeting.
  13. Out-of-Madison Meeting – John, Lori, Bill
    - Time frame being considered: Day 1, 12noon-Day 2, 12 noon
    - Date being considered: June 5-6, include incoming Council members
    - Locations being considered: Wausau, Stevens Point, Eau Claire
    - Agenda topics being considered: Council Meeting, Strategic Planning, New Member Orientation
  14. Chapter 10 and Next Steps – Erik Ernst, David Prucha
    - Erik distributed and discussed Chapter 10 revised language along with Chapter UWS 10. These handouts outline how and why these letters should be used. Possible next steps:  
--David Prucha will take the lead in revising this document given today’s conversation.  
--The revised document will be shared with divisional HR reps for their input.  
--The revised document will be shared with UW System Legal for their input.  
--Council Members are asking for the Deans/Directors conversation/reaction.  
--Invite all Deans/Directors to an upcoming meeting in an effort to wrap-up the process.
  15. Identification of Future Meeting Topics
    - Rolling Horizon appointments for academic staff in UW-Ext
    - Program Manager category
    - Conversation with Aaron Brower  
--compensation and budget planning  
--Deans/Directors reaction to Chapter 10 revised language  
--invite Deans/Directors to upcoming Council meeting (February mtg?)
  16. Meeting Adjourned at 11:25am.

~minutes submitted by Judy Ballweg~