

ACADEMIC STAFF COUNCIL MEETING
Tuesday, January 6, 2015
11:30am-1pm
Pyle Center, Madison

Attendees: Ryan Anderson, Tom Culviner, Bill Klase, Lori Skelton, Erik Ernst, Emily Johnson, Krystal Wambold, John Munson, Greg Hutchins, Judy Ballweg

Call to Order at 11:33am and Certification of Open Meeting Notice Compliance – Emily Johnson

Approval of December meeting minutes

Minutes approved.

Provost Dialogue – Aaron Brower

- Budget – There is nothing new to report. We are awaiting the governor's state of the state address is scheduled for January 13.
- Academic Staff title review – University Personnel System (UPS) implementation will provide an institution-wide title and compensation review. It was suggested that a conversation take place with divisional leadership for a better understanding of the process and that David Prucha be invited to the February meeting for further discussion.

UW System Academic Staff Council Representative – Tom Culviner

- Discussion included guidelines for post-progression (title progression) review that UW-Madison adopted this fall, joining via phone President Ray Cross announced the UW being proactive as the state drafts the next budget, and that the budget requests that all employees with solid performance receive whatever the pay increase is (realizing there may be no pay increase).

Academic Staff Council Outreach Activities:

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

- Discussion included:
 - developing a “to do” list as well as a “stop doing” list
 - adding to our “to do” list without appropriate tools/resources
 - this is a workplace climate issue
 - strategize ways to share the concern/message
 - more supervision / better supervision is needed
 - strategic supervisory hires
 - consider asking HR directors to incorporate the question “What do you need from UW-Ext?” into the performance review process (what do you need to be a better employee, what do you need to be more efficient, etc.)
 - more dialogue ... there are two parties in each employment contract
 - supervisory training to include: “to ask” employees how they are doing

Krystal will research the topic with Life Matters Employee Assistance Program. Revisit topic in February.

Academic Staff Mentoring/Coaching System – Bill Klase, John Munson

- Bill Klase and John Munson are taking the lead in drafting a letter to the Provost providing background and asking for support to move this initiative forward. It was suggested this topic be discussed at an upcoming Deans/Directors meeting and that this information/content be incorporated into the “informing others” PowerPoint presentation. Revisit this topic in February.

Chair Report – Emily Johnson

- Governance Group Meetings / Videoconferencing – successfully planned the January meeting agenda via Google Hangout. We will continue to be mindful of ways to incorporate this technology as we conduct business.
- Merit Compensation – discussion included ways to define and award “merit”. Council members expressed an interest in learning what’s being discussed within each division. Revisit this topic in February.

UWC/UWEX Administrative Council Reps – Ryan Anderson

- This was the first meeting facilitated by Chancellor Cathy Sandeen. Administrative reporting included an update on the HR restructuring, air travel regulations, and MultiCultural Awareness Program Facilitator Training.

Planning “out of Madison” Council Meeting – Bill Klase, Ryan Anderson

- It was suggested that this meeting be scheduled for July or August and to incorporate a council member orientation. Meeting in Milwaukee was suggested along with incorporating a visit with Board of Regents Members (Anicka Purath and/or Eve Hall).

Preparing Dialogue/Orientation: Cathy Sandeen, UWC/UWEX Chancellor

- Improved communication through sharing the “Big 3” from each meeting
- Chapter 10: Academic Staff Appointments language change (effective 7/1/2014)
- Title progression workshop
- Dialogue with Deans/Directors during Council meetings
- Academic Staff Council Awards of Excellence
- Improved communication through Joint Meetings with CSC, FS, UC
- Defining merit and compensation
- Mentoring/coaching system

Academic Leadership Standing Committee (ALSC) – Bill Klase

- Coop Extension has a new reporting system with greater capabilities and benefits.

Distinguished Prefix Review Committee – John Munson

- A review committee is in place and an orientation has been conducted. The Committee has received four portfolios (3-BAMI, 1-Coop Ext). Each committee member is independently reviewing each portfolio. The review committee will come together in February for final review and to make recommendations to the Chancellor. Revisit topic in February.

A motion by John Munson to extend the meeting time to 1:10pm, seconded by Erik Ernst. Voice vote. Motion carried.

The “Big 3” from this meeting:

1. The council had another lively discussion about work-life balance. Councilmember Krystal Wambold will look into the Life Matters Employee Assistance Program to determine what resources are available to Academic Staff.
2. The Distinguished Prefix Review Committee (chaired by councilmember John Munson) met and held an orientation for new committee members. The Committee is reviewing four applicants for the distinguished prefix honor.
3. The Chairs of Academic Staff Council, Classified Staff Council, and University Committee all met with Chancellor Cathy Sandeen as an introduction to governance at UW-Ext. Items discussed included past accomplishments of the committees and planned work of the committees.

Future agenda topics:

- Chapter 10 Changes and Professional Development Needs

Meeting adjourned at 1:05am

~minutes submitted by Judy Ballweg~