

ACADEMIC STAFF COUNCIL MEETING
Wednesday, July 27 – Thursday, July 28, 2016
Wisconsin Public Radio-Eau Claire Bureau
Eau Claire, WI

Day 1: July 27, 2016

Attendees: Lori Skelton, Sandy Tarter, Stephen Beers, Lyn Fleming, Mike Parsen, Ryan Anderson, Matt Cogger, Erik Ernst, Judy Ballweg
Guests: Board of Regent John Behling and Board of Regent Edmund Manydeeds

1:30pm

The staff at WPR-Eau Claire, Debbie Brown and Richard Kremer, provided an overview of the work at the regional office to the Academic Staff Council along with Board of Regent John Behling and Board of Regent Edmund Manydeeds. The staff talked about challenges and opportunities along with their impact on UW-Extension.

2:00pm

- The Academic Staff Council engaged in a conversation with both Board of Regent members. They expressed their gratitude for an invitation for open dialogue, emphasized the importance of outreach, emphasized the importance of meeting to talk through issues/challenges, and encouraged us to continue the great work we are doing.
- Calendars fill up very fast and to secure time on a Board of Regent's schedule takes months. Plan earlier and provide better detail/expectations/purpose around topics to be discussed.
- Both Regents emphasized the need to keep informing them of the great work being done at UW-Ext and to keep asking questions. No question is off limits and tough questions are encouraged. However, more work is needed when using social media to report outcomes. Social media can sometimes be a negative tool.
- It was mentioned by a Council member how in earlier days this Council had access to Ray Cross as Chancellor and that he would make it very clear the importance of bringing people together, in a collegial matter, around tough topics/discussions. That comment was followed up by both Behling and Manydeeds encouraging the Council to contact President Ray Cross and suggest to him that the ASC meet with the entire Board of Regents during the "off season" in an effort to share/showcase UW-Ext academic staff member's good work. This will require lots of prep work.
- Regent Behling was asked to reflect on his role. Stated that there are 18 members serving on the Board of Regents, a volunteer for 7-year terms and as a Regent you try to do your best to improve the system. He realizes that the change in tenure policy was contentious. He also noted that if the new policy doesn't work, change it back.
- It was mentioned that UW-Ext hasn't promoted ourselves enough and that it would be really helpful to show how UW-Ext is helping students, interns, part-time staff.
- It was also mentioned that when reaching out to Regents, meeting in smaller group settings such as they year's meeting in Eau Claire WPR office, is very beneficial. It's also important to meet new Regents (3 new Regents joined in April 2016 and 2 new Regents started in 2015).

Regent John Behling closing remarks:

- There is going to be great talk about the budget. He is in support of no more cuts.
- The budget will be announced on August 9 ... begin meeting with legislators immediately!
- He was very complementary on the planning/presentations when UW-Ext hosted the recent Board of Regents meeting, in Waukesha.
- There is an outreach planning meeting scheduled with UW System.

Regent Edmund Manydeeds closing remarks:

- Continue to promote yourself and UW-Ext with success stories and examples.
- Provide opportunities for interns (ex: WPR) to gain employment and be successful students/community members.

- Success Stories and examples that showcase people who didn't start off with many opportunities but then reversed paths and dramatically changed their life are often the most impactful.
- He is in support of no more cuts.

Erik Ernst, outgoing Chair, closing remarks:

- Seek out and attend Board of Regent meetings.
- Continue to develop "public" pieces.
- Continue to develop and share the "Big 3".
- Continue to help improve morale ... you have a voice!
- Create positive examples to showcase to administration and others; even underdog stories that paved the way to success.
- Strengthen the communication link with the Chancellor ... is meeting on Tuesday a good day?
- Consider rotating the Deans/Directors into the ASC meeting schedule for purposeful dialogue.
- Invite President Ray Cross to an upcoming joint meeting for purposeful dialogue.
- Request a list of members within each category of employment ... University Staff, Academic Staff, Faculty
- Consider a forum with legislators and friends
- Each Academic Staff Council member consider creating a 1-page success story/bio ahead of next BOR "out of Madison" meeting.
- Send "thank you's" ... Regent Behling and Regent Manydeeds with 1-page success story
- Send "thank you's" ... WPR staff, HiCrush – see website:
<http://www.uwex.edu/secretary/academic-staff-council.html>

Day 2: July 28, 2016

Attendees: Lori Skelton, Sandy Tarter, Stephen Beers, Lyn Fleming, Mike Parsen, Matt Cogger, Erik Ernst, Judy Ballweg, Jennifer Hadley

Call to Order at 9am and Certification of Open Meeting Notice Compliance – Erik Ernst, outgoing Chair

Appoint 2016-2017 Chair

Motion by Lyn Fleming that since the Council has all relatively new members that Mike Parsen and Shelle Michalak be the 2016-2017 co-chairs of the Academic Staff Council, second by Stephen Beers. Motion carried.

Appoint 2016-2017 Vice Chair

Motion by Jennifer Hadley that that since the Council has all relatively new members that Stephen Beers and Lyn Fleming be the 2016-2017 co-vice chairs of the Academic Staff Council, second by Sandy Tarter. Motion carried.

Approval of June 7 meeting minutes

Minutes approved.

Review Past Accomplishments

- Interaction with UW-Ext administration:
 - ✓ Building connection with Chancellor, Aaron, Molly and others
 - ✓ Discussing the nEXT Generation reorganization and other budget related activities
 - ✓ Sharing the "Big 3"

Vision for the Next Year (flip chart notes)

- Continue to discuss the progress of the Program Managers Series progression (draft stage), reporting/engaging Deans and Directors in the process, requesting that Jason be on future Deans and Directors meeting agendas.

- Work on merit exercise/criteria involved in performance reviews
- Find a way to share/showcase/success story of Richard Kremer's connection with WPR and the "underdog" story
- Review UPG#18 – Distinguished Prefix Criteria (as requested by the Chancellor)
- How does Academic Staff Council connect with academic staff / how does academic staff connect with the Council?
 - ✓ Each Council member calls 2-3 people for their input/feedback on issues/ideas. Many items on ASC agenda are items brought forward to a Council member for further review/discussion
 - ✓ Brainstorm how to make more connections
- Update the current ASC PowerPoint document posted to the website – include committees
- Offer a brown bag / town hall in an effort to reach a broader audience on showcasing the work of the ASC
- Produce radio/video message from ASC
- Invite institutional HR representative a Council meeting to discuss the current toolbox available for upward mobility (ex: title progression)
- Check in on how the Supervisory Training Modules/Roll-out (Dan Krueger, HR) is coming along
- Revisit Academic Staff Council (Article 2.07: functions)
- Request statistics ... how many academic staff members are in UW-Ext and how many produce revenue?
- Begin planning "out of Madison" meeting EARLY ... determine location, BOR members to invite, secure meeting space, secure dining, secure connecting with academic staff members where they work, work on success stories

To-do brainstorming for the Next Year (flip chart notes)

- Continue building connection with Chancellor, Aaron, Molly and others
- Continue discussing the nEXT Generation reorganization and other budget related activities
- Continue sharing the "Big 3"
- Continue to discuss the progress of the Program Managers Series progression (draft stage), reporting/engaging Deans and Directors in the process, requesting that Jason Beier be on future Deans and Directors meeting agendas.
- Work on merit exercise/criteria involved in performance reviews
- Find a way to share/showcase/success story of Richard Kremer's connection with WPR and the "underdog" story
- Update the current ASC PowerPoint presentation documented posted on the website – include committees, subcommittee work, and other important topics.
- Orientation to/from new Secretary of the Faculty and Staff
- Reaching academic staff
 - ✓ WPR/WPT all staff meetings (monthly reporting)
 - ✓ New Colleague Orientation – Need to determine if this is only for Coop Ext only or institution-wide and if other opportunities exist to reach new employees?
 - ✓ 2010 academic staff survey results
 - ✓ Consider making short video clips explaining what Academic Staff Council is, what we do, and soliciting feedback/ideas from Academic Staff members.

Review 2016-2017 Meeting Schedule

- The meeting schedule is posted to the website -- <http://www.uwex.edu/secretary/academic-staff-council.html> Please note these dates on your calendar. This website also has many other resources posted. Take a look and offer back suggestions on how to improve.

Nominations Committee

- Jennifer Hadley and Eric Fleming have volunteered to co-chair the work of this committee.

Systemwide Extension Council representation

- There are four seats available to academic staff. These are 3-year terms and can be 2 consecutive terms. You can send a substitute when you are unable to attend. Consider nominating previous Council members such as Annie Jones.

UW System Academic Staff Rep

- Stephen Beers has volunteered (or a substitute when unable to attend).

Academic Staff Council Awards Committee

- Need Council members to volunteer and help organize the event scheduled for Tuesday, October 4, Pyle Center. Small team needed to review applications that need approval by the Provost.

Distinguished Prefix (UPG #18) Chair

- Lyn Fleming has volunteered to Chair the advisory committee and could make a request for an additional nominee -- <http://www.uwex.edu/secretary/title-progression.html>
- It is up to the individuals applying for this title change to submit their portfolio by the December deadline.

Committee on Academic Staff Issues (CASI) Update

- Perhaps we could continue to invite Bill Klase, a former Council member, to provide an update, via WisLine.

nEXT Generation Steering Committee Update – Bill Klase

- Perhaps we could continue to invite Bill Klase, a former Council member, to provide an update, via WisLine.

Council “Big 3”

- Sandy Tarter has volunteered to take the lead on creating The “Big 3” from each meeting. An example follows. Sandy will share with Mike Parsen, Shelle Michalak and Judy Ballweg for editing and distribution.
 - (1) nEXT Generation Project Management Team Update
Action:
 - (2) Title and Total Compensation Structure Review Process
Action:
 - (3) Fair Labor Standards Act approval
Action:

Future agenda topics:

- 2016-2017 Vision List Topics
- Title and Total Compensation Structure Review Process and next steps – invite Steve Wildeck. Jason Beier could also provide updates to ASC.
- Progression for program manager’s discussion. Erik Ernst agreed to send a draft of working document and connect new ASC leadership with Jason Beier.

Meeting adjourned at 11am.

~minutes submitted by Judy Ballweg~