Joint Mtg: University Committee and Academic Staff Council and Classified Staff Council  
Tuesday, July 8, 2014  
1:30-4pm  
Pyle Center, Rm. 226  
702 Langdon Street, Madison, WI

Attendees: Bill Klase, Tom Culviner, Craig Saxe, John Munson, Erik Ernst, Katy Sticha, Art Lersch, Dan Wanish, Ryan Anderson, Emily Johnson, Aaron Brower, Dan Hill, Marty Havlovic, Kathy Eisenmann, Barb Barker, Jeff Hoffman, John Shutske, Suzanne Samuelsen, Donna McLaughlin, Julie Hunter, Pat McLaughlin, Rose Smyrski, Judy Ballweg

1. Call to Order and Certification of Open Meeting Law Compliance – Dan Wanish, CSC Chair
2. Approval of May 6 meeting minutes
   - Minutes approved
3. Interim Chancellor – Aaron Brower
   - Fund Balance – Work and conversation continues around the budget process as we await the discussion at the August 21 and 22 Board of Regents meeting. Priority initiatives include urban education/programming, business growth initiative, urban gardening, and more opportunities for entrepreneurship.
   - Supplemental Compensation Funds – These funds will be used to compensate employees who show an impact related to exceptional performance.
4. UW-Ext Innovation Investment Fund – Aaron Brower, John Shutske
   - Administration has been working with divisional deans/directors and divisional budget directors to create an Investment Fund with the following criteria:
     - Increase revenue generating capacities within UW-Ext
     - Build our UW-Ext brand and expand relationships
     - Increase access to UW-Ext services/programs
     - Have the potential to improve processes and procedures
     - Demonstrate and foster cross-divisional collaboration and cooperation
   - The announcement to apply for these one-time funds was distributed through the governance group chairs. Proposals deadline has been extended to September 5.
   - Pay Plan – No new information. Discussion followed.
5. 2014-2015 Meeting Schedule
   - Discussed the current schedule of five Joint meetings and all agreed to move to a quarterly meeting format. Therefore, the Joint Meeting scheduled for Tuesday, January 6, 1:30-4pm, has been cancelled.
   - Discussed the October meeting schedule to determine how best to meet the UWC/UW-Ext Chancellor candidate(s). The meeting date will be within the window of October 6-17. Each governance group would like their own time with the candidate(s). It was suggested individuals be given the option of participating via remote and to have the presentation archived.
6. University Committee Report – Craig Saxe, Chair
   - This was Craig’s first meeting as chair. Art Lersch provided an update on the UWC/UW-Ext Chancellor Search and Screen Committee. Dean Rick Klemme provided an update on the Coop Ext Supplemental Compensation Plan. The Committee discussed the Faculty Annual Reviews process.
7. Academic Staff Council Report – Emily Johnson, Chair
   - 2014-2015 Appointments: Emily Johnson, Chair; Erik Ernst, Vice Chair. Council goals were discussed and Committee Chairs appointed. Art Lersch provided an update on the UWC/UW-Ext Chancellor Search and Screen Committee. The Council will be sending a letter to UW System President, Ray Cross and the Board of Regents expressing disappointment regarding the lack of academic staff representation on the Search and Screen Committee, outline alternatives to the current practice, and suggest the
approach/invitation to serve on the search committee be more intentional. It was suggested that this letter be shared with Art Lersch and governance group chairs.

8. Classified Staff Council Report – Dan Wanish, Chair
   - UW System Classified Staff Shared Governance Workshop was held May 22. An outcome of this workshop is an invitation to attend the August Board of Regents meeting where this topic will be further discussed. A classified staff search and screen form, with “expression of interest” to serve, has been developed.
   - The Workplace Climate Survey Recommendations Report has been approved by the Council and forwarded to the Office of Equity and Inclusion as well as the Office of the Chancellor. John Shutske, Greg Hutchins and Dan Hill will be taking the lead on implementation. This report has been posted to the Classified Staff Council website -- www.uwex.edu/secretary/classified-staff-council.html
   - Emeritus Status for Classified Staff is moving forward with the support of the Interim Chancellor, Aaron Brower. David Prucha will be drafting a policy for Interim Provost, John Shutske’s review/approval.

9. UWC and UW-Ext Chancellor Search and Screen Committee – Art Lersch, Chair
   - Position description has been posted and actively seeking qualified candidates. Please share this information with people you know.
   - Website – www.uwex.uwc.edu/chancellorsearch
   - August 25: approximately 5 semifinalists will be identified.
   - September 12-15: finalist interviews, Milwaukee
   - October 6-17: finalists meet with members of UWC and UW-Ext university communities in and around Madison, including governance groups. It was suggested a joint governance group meeting be planned in an effort to meet the candidate(s).
   - January 1, 2015: start date
   - Board of Regents Members on the committee: John Behling, Tony Evers, Chuck Pruitt, Janice Mueller
   - Search Firm: Sorbeck/Pimentel and Associates
   - Twenty-seven committee members: 13 faculty (6 UWC / 7 UW-Ext), 3 academic staff (1 UWC / 2 UW-Ext), 2 classified staff (1 UWC / 1 UW-Ext), 2 students, 2 board of visitors, 5 administrators
   - A final search committee recommendations report will address inequitable representation issues discovered during this recent process.

10. How does UW-Extension Respond to Information Requests Update
    - Workgroup members include: Kathy Eisenmann, Michael Childers, Tim Rehbein, Don Taylor, Yvonne Horton, Jason Beier, David Prucha, Emily Johnson, Julie Hunter, Rose Smyrski. This group met in July and no future meeting dates set.

11. Huron Education’s UW-Ext HR Organizational and Effectiveness Assessment Report – Steve Wildeck, Interim Vice President for Finance, UW System
    - Steve will return to UW-Extension, effective August 4. During this time of transition, he has been asked to take the lead in interpreting the HR report and determining next steps. There will be scheduled conversations with current institutional human resources leadership as well as scheduled conversations with current divisional human resources leadership all in an effort to help identify next steps. Additional information will be shared as it becomes available. Revisit this topic at future meetings and invite Steve for updates.

12. Identification of future meeting topics
    - Defining “merit” (Greg Hutchins)
    - University Personnel System Update (David Prucha)
    - Employee Assistance Program / Life Matters (Kelly Thomas)
    - 2014-2015 Governance Groups Goals/Priorities
    - Privatization of classified staff at UW-Superior and what it means for the future of all staff within UW System (John Munson) – November Joint Meeting

Meeting Adjourned at 4:15pm.
~minutes submitted by Judy Ballweg~