Attendees: Tim Rehbein, Kathy Eisenmann, Patrick Nehring, Donna Duerst, Dawn VanderVoort, Mary Pardee, Karen Dickrell, Tedi Winnett, Shelley Tidemann, Peggy Nordgren, Art Lersch, Nancy Anne Miller, Armando Ibarra, Don Taylor, Barb Larson, Craig Saxe, Greg Hutchins, Judy Ballweg, Dan Hill, David Prucha, John Shutske, Dan Wanish, Julie Hunter, Daniel Kursevski, James Wegener, Suzanne Samuelsen, Donna McLaughlin, Lisa Perkins, Inga Foley, Katy Sticha, Krystal Wambold, Emily Johnson, Shelley King-Curry, Tom Culviner, Bill Klase, John Munson, Pamela Seelman, Lori Skelton, Erik Ernst

1. Call to Order and Certification of Open Meeting Law Compliance – Art Lersch, UC Chair
2. Introductions

1:30-2pm: Presentation to Ray Cross, Former UW Colleges and UW-Ext Chancellor
**Joint Resolution Honoring Ray’s Leadership – Art Lersch, Krystal Wambold, Dan Wanish**

3. Interim Provost and Vice Chancellor – John Shutske
   - John has already attended a CSC, ASC, and Faculty Senate meeting. He respects and values the opportunity for dialogue and input. John will be continually sharing items of interest with Aaron to provide clarity or an update along with determining any next steps.

4. University Committee Chair Report – Art Lersch
   - Work continues on developing a consistent annual performance review system. Faculty Senators have formed a subcommittee that will share findings with administration and together work to improve the current system.
   - Conversations continue on future pay plans based on merit. The word “merit” needs to be defined as well as a tool(s) for evaluating.
   - Conversations continue in regards to the Performance Support System (performance reviews / pay plan issues).
   - It was suggested that Coop Ext New Colleague Orientation (NCO) include information on faculty governance.

5. Academic Staff Council Chair Report – Krystal Wambold
   - The Council approved the draft document, “UW-Extension Description of Shared Governance”, with minor edits. This document was written by Art Lersch, Chair, University Committee. Some of this new language will be used to develop an ASC “elevator” speech and used in the “call out” for nominations to serve on the Academic Staff Council.

6. Classified Staff Council Chair Report – Dan Wanish
   - March 13: Classified Staff Council Brown Bag Lunch
   - May 22: UW System is sponsoring a Classified Staff Shared Governance Workshop.
   - Met with Coop Ext Classified Staff Advisory Council in an effort to develop a more consistent approach to the performance review process.
   - A subcommittee has been created to help redesign the Chancellor’s Awards in an effort to be more inclusive of classified staff.
   - A subcommittee has been created to gather additional feedback from classified staff as it relates to the Workplace Climate Survey.
7. How does UW-Extension Respond to Information Requests – Don Taylor
- A recent experience to assist an academic staff member prompted an open records request. Clarity and policy is needed as to what documents are public vs personal. David Prucha reminded us that any information regarding the work of the state should be considered open and public. If it’s related to work, it’s a public record whether you are using your personal or work email account.
- After much discussion, it was suggested that a workgroup be created to work on institutional guidelines and bring clarity to what’s a public record, what needs to be shared upon request, what information can be withheld, as well as developing a consistent and timely process for releasing information. Workgroup members include: Kathy Eisenmann, Michael Childers, Tim Rehbein, Don Taylor, Yvonne Horton, Jason Beier, David Prucha. Needed is a representative from youth development, ASC, CSC, as well as designating a Chair.
- It was suggested that a professional development offering be created around this topic. Revisit this topic at the Joint Meeting in May.

8. Governance Involvement in Future Pay Plans Based on Merit – Greg Hutchins
- Discussion included merit for high performers and developing a tool(s) to evaluate an individual as well as a decision making and distribution process. The word “merit” needs to be defined and performance review needs to tie into merit. The Chancellor has given the Deans/Directors authority to determine next steps.
- Questions included -- Should this be handled at the divisional level or institutional level? Should a percentage of the available money go to each group of employees (faculty, academic staff, classified staff)?
- It was suggested that the governance groups be included when the merit model is being developed.
- It was suggested that the Chancellor meet with governance group representatives to provide a “progress to date” report and possible next steps.
- It was suggested that governance groups meet individually and forward input to the Chancellor.

9. UC, ASC, CSC share goals/priorities for the coming year and next steps
- Art Lersch has shared a draft copy of “UW-Extension Description of Shared Governance”. Academic Staff Council has approved, with minor edits. Question ... how do we distribute and to whom? After much discussion, Art agreed to revise and share at the Joint Meeting in May along with revisiting the topic of distribution.
- There is a need to collaborate around communication. We currently communicate by bringing governance group members together at joint meetings for the opportunity to share and update. Another example is the monthly agenda planning WisLines, attended by the Chairs and Administration, as topics of joint interest are placed on agendas.
- It was suggested that members of FS, ASC and CSC join a Google Community.
- It was suggested that all governance groups identify the “Big 3” from each of their meeting (highlight three points of action/discussion) including the joint meetings.

12 Meeting Adjourned at 3:35pm.

~minutes submitted by Judy Ballweg~