

Academic Staff Council Meeting Minutes
December 13, 2011
9-11:30am
Pyle Center, Madison

Present: Rosamaria Martinez, Bev Phillips, Erik Ernst, Lisa Nielsen Agnew, John Munson, Greg Hutchins, Dan Hill, Jerry Clark, Marv Van Kekerix, Judy Ballweg
Excused: Amy Pikalek, Krystal Wambold

Call to Order

Erik called the meeting to order at 9:04am and certified open meeting requirements.

Welcome and Introductions to David Schejbal, Dean, Continuing Education, Outreach and E-Learning and to Jill Eslien, Dean's Assistant

Dialogue with David Schejbal

- David provided a great divisional overview supplemented by handouts (overview, organization chart, 2010 annual report). Questions and discussion followed.

Strategic Planning Update – Marv Van Kekerix and Greg Hutchins

- Greg distributed and discussed the Strategic Planning Vision Statements which focus on the functions on the Central Office (administrative units: IT, Office of Inclusion, HR, Government Relations). Members were asked to rank one on each side of the paper. Input was collected for future use.
- Marv distributed and discussed the Strategic Issues and Goals, asking members to determine which Issues/Goals are important/realistic as well as what's missing. Questions and discussion followed.
- A Dean's Retreat is scheduled for this Thursday in an effort to refine, work on action plan and determine costs associated with this project.
- If you have additional thoughts/ideas, please share with Marv – marv.vankekerix@uwex.edu

Interim Provost and Vice Chancellor Report – Greg Hutchins

- Infusing Technology Tech Team has been established (Greg is chair) to help determine how best to introduce technologies into our work. This team will explore barriers and costs. Members of the task force include: Rovy Branon, Vince Davis, Eddie Loo, Ed Murphy, Ashwini Rao, Roger Schmidt, John Schutske, James Steinbach, Chris Viau.
- Continue to work on Collaboration Conference in an effort to provide a forum for divisional collaboration. The idea is to determine theme(s) and invite dialogue from all who are interested in participating. Planning team includes Sue Buck, Charles Meyer, Tina Hauser, Dan Hill and Greg Hutchins. Be looking for more details earlier next year.
- UW-Extension Brand/Architecture meeting was held earlier this week and we're getting closer to securing an architect in which to help elevate UW-Ext visibility.
- Distributed and discussed the Strategic Planning Vision Themes. Input was collected for future use.

Interim Secretary of the Faculty and Academic Staff – Dan Hill

- Dan reported that with Amy Pikalek stepping down and taking a new position with UW Colleges, there is a vacancy on the Council. Any academic staff member (except Coop Ext) can be appointed to serve. After much discussion, it was decided that a small group (Dan, Judy, Erik and Lisa) would investigate how best to fill this vacancy. Perhaps working from the 2010 and 2011 ballots.

Approval of November 8 Meeting Minutes

John moved to approve the November 8 meeting minutes with edit to adjournment time (1pm), Bev seconded, minutes approved.

Chair Update

- New Personnel System Taskforce met last week. This group will meet monthly with an implementation date of 6/30/2013. It's unclear how much time might be needed to load new information in the computers. The implementation date could be moved up to 1/1/2013. Distributed the UW-Extension master feedback received by David Prucha. This will also be sent to us electronically.
- Academic Staff Council will meet on February 14, 11:30am-1pm followed by a joint meeting with Faculty Senate, 1-4:30pm.

Committee Discussions

- Academic Staff Survey – It was decided that this survey be initiated every other year.
- Quarterly Report – Lisa has agreed to write this report through the end of her term (June). It was suggested that we give this report some visibility. Perhaps Dan could send an email to all academic staff reflecting on his work / the Council's work over the past 6 months and include important information/links. The Council plans to brainstorm items to be included in Dan's message during the January meeting.
- Chapter 10.06 – Bev and Erik will meet and report back in January.
- Scholarship Follow Up – Jerry asked if there is a "mentoring" system in place within each division. Coop Ext has Committee on Academic Staff Issues (CASI); BAMI has a very informal mentoring process in place and would like it to be more formal; CEO-EL would really like a mentoring process in place. Bev mentioned that Coop Ext is hosting a County Leadership Conference, March 7-9, 2012, Stevens Point. There will be a title review and mentoring breakout session. She will share additional information when it's available.

Academic Staff Conference

- No conference this year.

Distinguished Prefix

- Four applications have been received.

Approval of revised language to UW-Extension Unclassified Personnel Guidelines UPG #4: Procedure for Awarding Emeritus Status, 4.01 Eligibility:

- Emeritus status can be conferred only on former faculty and academic staff who have had permanent employment with the University and who have activated their annuities **or who are eligible to receive an annuity from the Wisconsin Retirement System**. Individuals who have held a concurrent senior administrative title of dean or higher may be granted emeritus status by the Chancellor for the administrative title.

John motioned to approve the revised language, Jerry seconded, revised language approved.

Adjournment

Meeting adjourned at 11:35am.

~minutes submitted by Judy Ballweg~