

Joint Meeting: Faculty Senate and Academic Staff Council Meeting Minutes
Tuesday, February 5, 2013
1:30-4pm
Pyle Center, Madison

Present: Matt Calvert, Mary Pardee, Don Taylor, Donna Duerst, Kathy Eisenmann, Craig Saxe, Art Lersch, Marty Havlovic, Karen Dickrell, Eric Carson, Dan Hill, Greg Hutchins, Greg Wise, Judy Ballweg, Nancy Anne Miller, Gail Huycke, Maria Bendixen, Barb Larson, Emily Johnson, Shelley King-Curry, Bill Klase, Krystal Wambold, Steve Wildeck, Christine Curley, Mary Ann Gerrard, Ray Cross

Via Phone: Mike Ballweg, Karen Joos, Erik Ernst, John Munson, Rosemary Potter

Call to Order

Chair Karen Dickrell called the meeting to order at 1:35pm and certified that the notice requirements of the open meetings law had been met.

Welcome and Introductions

Welcome to Mary Ann Gerrard, Special Assistant to the Chancellor-Government Relations

- Mary Ann is working closely with Rosemary Potter to advocate for both our institutions and special projects. Mary Ann has over 25 years of experience in advocating with the state Legislature and with state agencies. She has spent the majority of her career as the legal counsel and director of government relations for the Wisconsin Automobile and Truck Dealers Association. Mary Ann and Rosemary will work together to continue developing positive relationships with federal, state and local elected official as well as fund development and communications.

Workplace Climate Survey and Next Steps – Christine Curley, Interim Director, Office of Inclusion, UWC/UWEX

- Christine discussed outcomes and themes from the UW System sponsored survey which have now been incorporated into the Operational Plan within the Strategic Plan. More information can be found at their website -- <http://inclusion.uwex.uwc.edu/>

Chancellor Dialogue – Ray Cross

- Priorities of the Office of Inclusion includes preparing an Affirmative Action Plan, updating the Civil Rights Policy and updating the Equal Employment Opportunity Policy.
- Operational Plan (Strategic Plan) progress:
 - Goal 3: working on professional development opportunities for employees, working on a recognition and reward program (expanding the Chancellor's awards)
 - Goal 4: working on expanding technology into the workplace, working on a more service-oriented environment at the Central Office, working on retaining/recruiting outstanding faculty and staff at all levels, working on grants/funding opportunities, working on creating opportunities for synergy, capitalizing on the Broadband experience, supporting UW Flex, and working to advance economic development
- Performance measures that better represent the UW-Ext divisional work in an effort to better tell our story
 - ✓ Send thoughts/stories/program evaluations to Ray.
 - ✓ It was suggested we explore University Place. Erik Ernst will provide additional details.

- Other thoughts:
 - ✓ The Chancellor is working on determining ways to spend more time with foundations, community leaders, and corporations in an effort to appeal for funds to do unique/specific projects that has a positive outcome for both the entity and institution. Together let's continue to explore how best to use the Chancellor's time.
 - ✓ Class I of the Academy for Leadership and Innovation (formerly Extension Administrative Leadership Program) will begin this week. A welcoming reception is scheduled for February 6.

Personnel System Update – Steve Wildeck, Vice Chancellor for Administration and Finance, UWC/UWEX

- The system package is in place, awaiting approval from Joint Committee on Employment Relations (JOCER), effective date is July 1.

Overview and Implementation of UW-Extension Strategic Plan and Next Steps – Rosemary Potter, Special Assistant to the Chancellor-Government Relations

- Website --
<http://www.uwex.uwc.edu/planning/documents/UWEXopplan110712v9.pdf>
- Goal 3: working on Branding, Scholarship, and Government Relations
- Goal 4: working on Technology, distributing iPads, planning a Technology Conference in the spring
- Goal 7: working on formalized the approach to “Shadowing the Chancellor”
- Goal 8: working on efficiencies in the area of travel, risk management, purchasing and hiring

Associate Vice Chancellor Report – Greg Hutchins

- Executive Order #54: All employees will be required to complete the online training. A website is due to be launched soon. Brochures are being developed for the public on how to report including local phone numbers. A distribution plan is being developed. Positions of Trust, is to be defined at the Divisional level. For additional information, check out the FAQ: http://www.wisconsin.edu/gc-off/docs/Child-Abuseand-Neglect_Executive-Order-FAQ.pdf It was suggested that we revisit this topic.
- An Interactive Video Pilot is being planned to include Marathon Co., Pierce Co., and Chippewa Co. The Pilot will explore ways to incorporate Google Hangout, Skype and to use equipment purchased from local outlets (ex: Best Buy). An inventory of technology factsheet is also being developed.

Interim Secretary of the Faculty and Academic Staff – Dan Hill

- The Board of Regents has mandated that every institution establish a University Staff Governance Committee (replacing the classified staff service), effective July 1. The formation of this Committee has begun. Be looking for updates as appropriate.

University Committee Report – Karen Dickrell

- Working on hiring practices, enhanced communication, portfolio submission requirements, scholarly work, performance reviews, enhance communication with regional directors about faculty governance. Trainings and workshops scheduled for 2013 include: Faculty Tenure Orientation Workshop, SRP/FTAC Scholarship Forum, e-Portfolio Submission Webinar.

Academic Staff Council Report – Krystal Wambold

- Continue to discuss Chapter 15: UW-Ext Policies and Procedures Governing Title Prefix Review for Promotion, approval is anticipated very soon.
- Continue to discuss Chapter 10: UW-Ext Policies and Procedures – Academic Staff Appointments and the proposed language change. David Prucha and Chancellor Cross will create guidelines for the Council to review.

Identification of future meeting topics

- University Personnel System (UPS) April 10-11 meeting summary (May 7 mtg topic; Erik Ernst or David Prucha to report)

Adjourn

Nancy Anne motioned to adjourn, Maria Bendixen seconded, meeting adjourned at 3:55pm.

~minutes submitted by Judy Ballweg~