

UWRF Academic Staff Council Minutes

Monday, November 19, 2007

University Center, Rush River Room

Members:

Mark Kinders *	Kevin Bertelsen	McKenna Schumacher
Ellen Schultz	Michael Martin	Travis Tubré *
Sarah Egerstrom	(Tom Smisek) Fall Semester Substitute for Brad Gee	Amy Lloyd
Gretchen Link	Jason Neuhaus	Guest: Kristen Hendrickson

* Absent () Substitute

Call to Order, seating of substitutes: 2:05pm

Approval of Minutes from the October 15, 2007 meeting: Moved by Martin. Seconded by Schumacher. Unanimously approved.

Chair's Report/Legislative Update (M. Kinders): None

Representative's Report (J. Neuhaus): Neuhaus was unable to attend the November 15th meeting so Egerstrom, Kinders, and Schultz filled in via teleconference.

Egerstrom's report: lunch and budget update. Budget topics discussed included: money for recruitment of faculty, budget lapse, application fee increases approved for all UW System institutions, could not hear salary pay plan discussion. Kristen Hendrickson was present and provided a bit more detail regarding pay plan discussion. As of right now, nothing has been proposed or discussed it looks like the System committee will meet mid-December. Could provide back pay to staff or it could be effective January 1.

Additional topics: 5th vs. 10th day of month deadline to submit leave form to HR and moving to a web based data system for reporting leave, and reporting of sick leave.

- Reporting Sick Leave:
 - Report ½ to full day instead of hourly
 - Each institution does it differently-move to be consistent
 - When reporting ½ days- if hour long appointment don't have to record it
 - Better communication form System to respective campuses would be nice. Campus governance may see drafts of policies, but then follow-up with official communication documenting formal decisions and policies.

Continuing Business: Handbook revisions

Sections 6, 8, and 14 were the three remaining sections at the beginning of the academic year.

Section 6: B. Gee is waiting for a response from Deb Schwab in HR

Section 8: During the 10/15/07 meeting G. Link provided and update and revisions were unanimously approved.

Section 14: M. Kinders was going to follow-up with Alicia Cosgrove

New Business: Faculty Senate Instructional Academic Staff Recommendations

Reviewed and discussed the proposal L. Zlogar, English Department Chair, submitted to the Faculty Senate Executive Committee regarding instructional academic staff. Academic Staff discussion points:

- Our current responsibility is to serve this population of the institution. So do they feel as though they are not being served?
- Many of the issues documented in the proposal are things the Council can address. It seems as though they don't know we exist or that we serve them.
- This proposal lends itself to a greater campus discussion regarding the governance structure and what it should look like

Proposal: Have M. Kinders contact the Chair of the Faculty Welfare Committee to see what their recommendations are & inform them that we would be happy to deal with the proposal. Also invite current instructional academic staff members and Laura Zlogar to a Council meeting to further discuss the proposal. Council should inform Kristen Hendrickson of the meetings because she can come and supply data.

Adjournment: Motion to adjourn made by Schultz. Seconded by Bertelsen. Meeting adjourned at 3:00pm.