Members:

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<th>Member</th>
<th>Role</th>
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<tbody>
<tr>
<td>Kelly Browning (Chair)</td>
<td>Kathleen Hunzer</td>
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<td>Michael Martin</td>
<td>Jennifer Sell</td>
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<td>Nick Anders</td>
<td>Patti Ford</td>
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<td>Karl Peterson</td>
<td>Brenda Creighton</td>
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<td>Molly Van Wagner</td>
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<td>Rhonda Petree</td>
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<td>Melissa Perez</td>
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*Absent

Guests: None

Call to Order: 2:03 p.m. by Kelly Browning

Seating of Substitutes: None

Approval of Minutes for November 17 meeting: Moved by Kathleen Hunzer. Seconded by Molly Van Wagner. Unanimously approved.

Chair’s Report – Kelly Browning

- Nominations: As a reminder, Mike Martin will be the council’s individual nomination for the Board of Regents Award, with the Honors Program being selected as the department nomination.
- Provost Performance Evaluation Working Group: The survey requesting feedback on performance is due on Friday.

Campus Updates:

- Chancellor Van Galen
  - Fall 2016: The chancellor gave an update on regarding progress of admission for Fall 2016, indicating that applications have increased compared to last year. He also reminded that recruitment retention continues to be a team effort.
  - Executive Order 54: A reminder will sent out to all employees, notifying them to complete Executive Order 54 training/retraining and to have that documented by February 15. Any questions should be directed to Elizabeth Frueh.
  - Legislative Visit: State legislators will visit campus next week and a poster session will be offered showcasing student and staff projects. The visitors will be informed on how the work UW-River Falls is doing through these projects impacts the region and state.
  - Holiday Celebration: A campus-wide holiday celebration will be held next Tuesday.

- Provost Delgado
  - Associate Vice Chancellor Search: The search for the Associate Vice Chancellor position, currently being held on an interim basis by Wes Chapin, is currently three weeks behind. The position description is being revised and the search is internal.

- Assistant Chancellor Frueh – No report.
Merit Policy discussion with Campus Leadership:

- Elizabeth Frueh gave a summarization of what additional recommendations the leadership team was looking for from the Academic Staff Council regarding a merit policy. Additional clarification was needed on who should make selections on who receives merit, should merit awarded be a base increase versus a lump sum, and should merit have a range or should it be open-ended. The chancellor added that a base merit increase will impact the university’s budget (as it builds over time), versus a lump sum will not.
- The policy draft presented to the leadership team did not include specifics related to instructional academic staff (IAS), and the provost encouraged the council to look at possible differences in merit awarding between non-instructional and instructional staff. Kelly stated the council had not originally been tasked with drafting an IAS recommendation and was going to seek further clarification from the chancellor at a one-on-one meeting with him on December 18.
- Patty discussed the different contracts that exist for various employees at the university and questioned what a path to be eligible for merit would like for someone with a compressed salary. Brenda will draft list of all the existing types of positions to better clarify what options/contracts there are at UW-River Falls.
- A timeline for drafting the policy was discussed, with the chancellor requesting a final draft in March.

Academic Staff Representative’s Report – Mike Martin

- According to Dave Ward, at the system level a new committee is being put together for Titling/Compensation and all titles within the UW System will be reopened/reviewed.

Faculty Senate Liaison Report – Karl Peterson

- No report.

Announcements

- The January meeting will our updates on Chapter 6.4 and possible revisions on 6.15 (which would include adding an appeal process to 6.4). This appeal process could be added to the merit policy as well.

Meeting adjourned at 3:02 pm. Moved Nick Anders. Seconded by Kathleen Hunzer. Unanimously approved.

Next meeting is January 26, 10-11 am in 140 KFA