Call to Order, seating of substitutes: 9:00 a.m.

Dennis Cooper will substitute for Kris Hiney and was accepted without objection.

Welcome new council member and Human Resources representative
Molly Van Wagner was introduced as newly elected council member filling Maggie Clark’s position. Brenda Creighton was also welcomed as the council’s Human Resources Representative.

Election of new Secretary for 2013-2014
Molly Van Wagner volunteered to act as Secretary for the 2013-2014 year. Moved by Martin. Seconded by Huttemier. Unanimously approved.

Approval of minutes for Tuesday, October 15, 2013 meeting: Unanimously approved.

Chair’s Report – Kelly Browning
  • Met with Chancellor Van Galen twice since last ASC meeting in October.
    o Continued discussion surrounding budget reduction.
    o Chancellor will attend our December meeting scheduled for 12/17/13 at 11:00 am.
      ▪ Further discussion is needed on topics for discussion during that meeting.
    o It was suggested that our council work with Human Resources regarding Limited Appointees and their opportunity for promotion. UPG establishes this designation by titles. They serve at the pleasure of the Chancellor and have a different renewal process from Academic Staff.

Academic Staff Representative’s Report – Mike Martin
  • Mike distributed guidelines for the 2014 Regent’s Academic Staff Excellence Award outlining guidelines for both the individual award and the program award.
    o Kris Allen will be our nomination for the individual award as she was posthumously awarded our UWRF Chancellor Award for Excellence for Academic Staff.
    o An email will be sent to Academic Staff for program nominations. Some suggested programs are as follows:
      ▪ URSCA Office – Mary-Alice Muraski will contact Dr. Lissa Schneider-Rebozo
      ▪ Residence Life-Graduate Student Interns (GSI) - Mary-Alice Muraski will contact Paul Shepherd
      ▪ Falcon Success Services-Athletics – Crystal Lanning will work with the Athletics Department.
    o Mike has attended two UW System Representative meetings in Madison since our last council meeting. There were 3 topics receiving attention:
Transfer credits and articulation agreements are being reviewed for standardization across the system. This could reduce campus discretion on accepting credits.

A committee has been formed to review remediation and remedial courses (math and English) based on placement tests. Individual campuses handle remediation differently. Our campus representative on this committee is Coni Gehler. There are also representatives from K-12 and WI DPI program.

There is review of the 1% increase as it relates to IAS. Most IAS did not receive the 1% increase. Our campus did not award IAS the increase, but a few campuses did receive this increase.

Mike indicated there may be future discussion surrounding the scope of campus governance from our legislature.

The following item will be reviewed when Teresa Eberhardt is available for an update.

Update on the Amendment to the Faculty and Staff Handbook

Eberhardt moved to amend 6.3.2 to A full-time teaching load for instructional academic staff shall be 15 credits, which may consist of 15 credits of instruction or of 12 credits of instruction plus service. Full time IAS shall have access to faculty development opportunities and funding comparable to those available to TLF. Coaches with teaching responsibilities are an exception to this policy (per 17th edition, Faculty/Academic Staff Handbook, Chapter 6). Instructional academic staff is paid on a per-credit-hour basis. Gehler seconded. Unanimously approved. Motion passed.

Discussion on issues to address with Chancellor Van Galen at December meeting

- IAS and the 1% salary increase.
- Update on budget reduction and its potential impact on our administrative structure, programs, non-tenured faculty, and academic staff. The criteria and decision makers involved. Much of this information has been shared at campus meetings, but not everyone was able to attend.
- Retention and identification of excellence in academic staff.
  - There was additional discussion surrounding promotion eligibility including; the process and a lack of awareness by both staff and supervisors. Brenda Creighton will research this topic.
- Further discussion on AS reviews and job security. Who has the right to change the process and timeline? Who dictates changes to handbook? How to handle situations where handbook is not followed?
- Compression issues. Where are we? What is our philosophy?
- How can ASC support the message and assist in the solutions?

Other Academic Staff Issues to be addressed from our Handbook

- Updates to our handbook are forwarded to Faculty Senate for notification only.
- There was discussion around improvements and updates for the ASC Handbook.
- A sub committee was formed to review Chapter 6 and the timelines for performance evaluations and guidelines.
  - This committee consists of Kelly Browning, Mary-Alice Muraski, and Brenda Creighton. They will provide a draft for our meeting on January 28, 2014.
- Brenda Creighton provided an update on the current evaluation process utilizing SMART goals and the new cover sheet which had 100% participation. There is a need for improved communication on this process to supervisors.

Adjourned at 10:00 am.