Academic Staff Council  
Tuesday November 17, 2015  
9:00 am  
140 KFA

Members:

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

Guests: None

Call to Order: 10:06 a.m. by Molly Van Wagner

Seating of Substitutes: None

Approval of Minutes for October 20, 2015 meeting: Moved by Kathleen. Seconded by Rhonda Petree. Unanimously approved.

Vice-Chair’s Report – Molly Van Wagner

- Higher Learning Commission: The evaluation and hiring process for Instructional Academic Staff is being discussed. The council is waiting to hear from the faculty welfare committee to receive updates.
- Provost Performance Evaluation Working Group: The campus will have the opportunity to provide feedback on the Provost’s performance through the survey, which will be sent soon.
- Dean Van Galen, Fernando Delgado, and Elizabeth Frueh will attend our December meeting.

Academic Staff Representative’s Report – Mike Martin

- Mike attended the most recent meeting and reported discussion on budget and legislative updates. He shared a reminder from the UW System attorney, who clarified that indefinite appointments may be removed at the discretion of a campus’ chancellor. Most UW campuses no longer hire indefinite non-instructional academic staff.

Faculty Senate Liaison Report – Karl Peterson

- No report.

Update on Chapter 6.4

- The subgroup formed to update chapter 6.4 procedures have begun drafting recommendations, but will continue to meet and make revisions. The subgroup will report back next month.

Update on Merit Policy
• The subgroup presented a draft of the merit policy, which was discussed by the Academic Staff Council;
  o The council has been informed that merit will be treated as a base pay adjustment with funding outside of the department. The council recommends that supervisors be involved in the process.
  o The merit policy draft was intentionally written broadly and grammar/language was cleaned up in the Overview and Procedures sections. Under the Procedures section, it was clarified that an interim or emergency hires are not included in the two years of employment. The council also discussed the timeline appropriateness, to make sure the merit application process mirrors the promotion/reitiling process.
  o Clarification of who will ultimately decide who receives merit increases (and the process for applying) will be given by the Chancellor, as Kelly will be reaching out to him for further discussion.
  o The council recommended recent work contributions (within the past three years) be primarily considered in determining who should be merit recipients.
  o A recommendation was made to add an appeal process, and Brenda has draft language that can be added for this.

Announcements

• Molly: Board of Regent’s Award Department Nomination meeting – Molly and Kathleen have met and begun working on the nomination for the Honor’s Program.
• Brenda: Forty-one people are eligible to move from Exempt-Level Classified (University Staff) to Academic Staff. The application is due December 1.


Next meeting is December 8, 2-3 pm in KFA