### Academic Staff Council
**Tuesday May 31, 2016**
**8:00 am**
**137 Hagestad Hall**

**Members:**

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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>Patti Ford*</td>
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<td>Melissa Perez</td>
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<td>Karl Peterson*</td>
<td>Brenda Creighton</td>
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*Absent

**Guests:** Kenny White, Leanne Van Allen, Elizabeth Jordahl and Jennifer Sims.

**Call to Order:** 8:05 a.m. by Kelly Browning

**Seating of Substitutes:** McKenna Pfeiffer for Molly Van Wagner; Karyn Wells for Patti Ford.

**Academic Staff Compensation**
- The Academic Staff Council received notice last week from the Chancellor’s Office that $100,000 in funding was recently made available to award one-time lump sum payments to academic staff on campus. The Academic Staff Council was tasked with creating a motion on how the council would like this amount to be distributed. Browning summarized the qualifications that were determined by the Chancellor’s Office regarding who would be eligible to be considered for these one-time lump sum payments. The following discussion occurred:
  - Jennifer Sims inquired about instructional academic staff eligibility, and the guidelines from the Chancellor’s Office indicated that only renewable instructional academic staff qualify.
  - Martin suggested that the council be sure to communicate that this is a one-time payment, not added to base pay.
  - Creighton reminded this one-time lump sum distribution is a separate process from the merit policy that the council just approved earlier this year.
  - Regarding the performance review process, Pfeiffer suggested supervisors’ perception of performance standards vary can significantly. Additionally, Hunzer mentioned supervisors must submit reviews for all of the people they supervise by deadline in order for themselves to be considered for the lump sum.
  - Martin questioned if the disbursement should be considered a tool for recognition, or as a way to boost morale. Wells commented on the lack of raises offered at UWRF in the past decade.
  - Regarding the perception of the one-time lump sum payment, there was concern expressed about how the disbursement criteria will be perceived across campus. Hunzer added that regardless of how it is determined, the criteria will be contentious. Martin shared that UW President Cross is also concerned of the outside/public perception of these one-time lump sums payments.
  - White questioned how people are added to the listserv for academic staff, as he was aware of an academic staff member not receiving notification of this special meeting. The council believe that Wendy Stocker in the Provost’s Office updates that list.
• Hunzer made a motion to use the 2015-2016 performance evaluation as the basis for determining this one-time merit award. Seconded by Martin. Unanimously approved.
  o The performance evaluations for 15-16 are due by June 7.
• Hunzer made a motion that non-instructional academic staff who receive SME, EE, or E on their 15-16 performance will receive the merit one-time disbursement. Seconded by Wells. Unanimously approved.
• Martin made a motion that non-instructional academic staff will receive a one-time 15-16 onetime merit distribution of $500. Seconded by Hunzer. Unanimously approved.

Interim Provost Survey
• The Academic Staff Council was provided a survey from the chancellor related to potentially having an interim provost serve the campus. Browning had previously requested council members send their responses to her, where she will collate and pass along to the Chancellor’s Office. The council reviewed each question to assist with giving collective feedback.

Meeting adjourned at 8:52 am. Moved by Hunzer. Seconded by Martin. Unanimously approved.