CAMPUS REPORT ON INSTITUTIONAL EFFORTS TO FACILITATE THE INTEGRATION OF INSTRUCTIONAL & RESEARCH ACADEMIC STAFF

Please respond to each question by summarizing what your campus has done or plans to do to implement the recommendations from the Instructional & Research Academic Staff Working Group report (p. 9-10). Where appropriate, provide the name of a contact person so we can get the necessary information to highlight successes from the various institutions. If you have met barriers to implementing these recommendations, please also share that information. In preparing one response per institution, please consult widely with governance and administrative or service offices to provide campus-wide perspective.

You can obtain this document as a Microsoft Word document for download from the web at http://www.uwsa.edu/acadaff/ias/ The grayed areas in the document are form fields that will expand as text is entered.

B. Recommendations for UW Institutions to Facilitate Integration of IRAS

/Instructional & Research Working Group, submitted to the Senior Vice President for Academic Affairs, March 16, 2001, p. 9

INSTRUCTIONAL AND RESEARCH SUPPORT FOR IRAS

B.1 All IRAS should have a minimum support module that includes access to each of the following: (a) office space, (b) clerical support, (c) phone service, and (d) computer with internet access and e-mail.

Describe your institution’s efforts toward meeting this recommendation:
It is current practice to provide IRAS access to the above mentioned support resources, however, office space can be limited and timely access to e-mail and the Internet may depend on how often staff are on campus.

Contact: Ann Lydecker, Chancellor
email: ann.m.lydecker@uwrf.edu

Recommendation implemented  Implementation in progress  Implementation not yet begun

For more information, contact: _____ ___________________  email: _____ __________________________

### ORIENTATION PROVIDED IRAS

All institutions should continue to offer new IRAS orientations to the institution, school/college, division, department, and campus.

Describe your institution’s efforts toward meeting this recommendation:

It is current practice to invite IRAS to Fall and Spring semester orientation meetings. Participation may depend on timing of contract signing.

Contact: Ann Lydecker, Chancellor
email: ann.m.lydecker@uwrf.edu

Recommendation implemented  Implementation in progress  Implementation not yet begun

For more information, contact: _____ ___________________  email: _____ __________________________

B.3 For those IRAS unable to attend orientations, institutions should develop alternative methods to acquaint IRAS with the institution, school/college, division, department, and campus. In addition, ongoing orientation and information updates should be provided to continuing IRAS. Methods might include use of the web, “e-orientation,” or videotape.

Describe your institution’s efforts toward meeting this recommendation:

There are plans to implement an orientation where respective Deans meet with IRAS a few weeks into each semester. The intent is to provide information for new IRAS unable to attend orientation and for current IRAS who are familiar with campus but seek additional information.

Contact: Ann Lydecker, Chancellor
email: ann.m.lydecker@uwrf.edu

Recommendation implemented  Implementation in progress  Implementation not yet begun

For more information, contact: _____ ___________________  email: _____ __________________________
B.4 **Provide mentoring support for IRAS to enhance their integration into the institution.**

Describe your institution’s efforts toward meeting this recommendation:

While there may be opportunities for academic assistance within departments, there are no true mentoring opportunities for IRAS where they may address issues most effectively dealt with outside the department (i.e. personal development, department conflicts etc.).

Contact: Ginny Coombs, Provost  
email: ginny.coombs@uwrf.edu

Recommendation implemented  Implementation in progress  Implementation not yet begun

For more information, contact: _______  email: _______

B.5 **Institutions should develop or enhance a webpage that includes information specific and relevant to IRAS. The webpage should be promoted widely across each institution.**

Describe your institution’s efforts toward meeting this recommendation:

The Academic Staff Council has developed an excellent Web site relative to all Academic Staff. Promotion of the site could be enhanced.

Contact: Kathy Olsen, Chair, Academic Staff Council  
email: kathleen.olsen@uwrf.edu

Recommendation implemented  Implementation in progress  Implementation not yet begun

For more information, contact: _______  email: _______

**PROFESSIONAL DEVELOPMENT**

B.6 **Institutions should review professional development opportunities for IRAS to ensure that such opportunities are based on programmatic and/or professional need, not on title or longevity, in accordance with the Regents’ 21st Century Report.**

Describe your institution’s efforts toward meeting this recommendation:

Professional development workshops are offered to Faculty and Academic Staff at the beginning of each semester. There are also a variety of grant programs available, which are not based on title or longevity. There is some indication that the campus policy restricting all IRAS to contracts of one-year or less may discourage opportunities for professional development.

Contact: Nan Jordahl
B.7 **Institutions should consider offering new or expanded professional development opportunities for IRAS (e.g., staff exchange programs, study leave, support to attend and present at conferences, etc.).**

Describe your institution’s efforts toward meeting this recommendation:

Faculty development grants are available for conference presentations. There is some indication that the campus policy restricting all IRAS to contracts of one-year or less may discourage exchange or leave opportunities.

Contact: Bill Campbell
email: wm.e.campbell@uwrf.edu

Recommendation implemented  Implementation in progress  Implementation not yet begun

For more information, contact: _______________ email: __________________

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**GOVERNANCE**

Participation in departmental governance by career IRAS (those with an appointment of 50 percent or more and who have been with their institution multiple years) is encouraged. **Institutions should ensure their eligibility to participate.**

Describe your institution’s efforts toward meeting this recommendation:

As a campus policy, Academic Staff are not expected to participate in departmental governance, although some departments will allow some IRAS to do so. Approximately 75 percent of all IRAS have appointments of less than 50 percent, and restricting all IRAS to contracts of one-year or less may discourage multiple-year retention.

Contact: Kathy Olsen, Chair, Academic Staff Council
e-mail: kathleen.olsen@uwrf.edu

Recommendation implemented  Implementation in progress  Implementation not yet begun

For more information, contact: _______________ email: __________________

**Institutions should review the role of IRAS in academic staff and faculty governance at all levels to**
insure that the IRAS voice is heard.

Describe your institution’s efforts toward meeting this recommendation:

Academic Staff Council is the current governing body relative to all Academic Staff personnel issues. A Faculty Senate representative sits on the Academic Staff Council to provide faculty perspective. The current Faculty Senate has Academic Staff representatives as members to speak on academic issues. Both governing bodies allow for category A & B Academic Staff representatives.

Contact: Kathy Olsen, Chair, Academic Staff Council
e-mail: kathleen.olsen@uwrf.edu

Contact: Meg Swanson, Chair, Faculty Senate
e-mail: margaret.l.swanson@uwrf.edu

Recommendation implemented  Implementation in progress  Implementation not yet begun

For more information, contact: _____ ___________________email: _____ __________________________

B.10 If institutions do not have a single faculty/academic staff governing body, executive committees of the respective faculty governing body and academic staff governing body should meet on a regular basis to discuss issues of mutual institutional interest.

Describe your institution’s efforts toward meeting this recommendation:

The current structure is separate Faculty Senate and Academic Staff Council governing bodies. Because representatives attend each other’s meeting, it encourages an exchange of information and ideas.

Contact: Meg Swanson, Chair, Faculty Senate
e-mail: margaret.l.swanson@uwrf.edu

Contact: Kathy Olsen, Chair, Academic Staff Council
e-mail: kathleen.olsen@uwrf.edu

Recommendation implemented  Implementation in progress  Implementation not yet begun

For more information, contact: _____ ___________________email: _____ __________________________

B.11 Academic staff governance groups should have representation from both category A and category B academic staff on relevant governing bodies, committees and groups.

Describe your institution’s efforts toward meeting this recommendation:

The current structure of the Academic Staff Council includes members from both category A and B. The current structure of Faculty Senate allows for category A and category B Academic Staff representatives. A constitutional change was considered that would have further integrated
Academic Staff and Faculty by creating a joint Faculty/Academic Staff Senate, but it was voted down by faculty. The one-year contract restriction for IRAS may hinder their ability to fulfill the three-year commitment expected of members of the Faculty Senate and Academic Staff Council.

Contact: Kathy Olsen, Chair, Academic Staff Council
e-mail: kathleen.olsen@uwrf.edu

Contact: Meg Swanson, Chair, Faculty Senate
e-mail: margaret.l.swanson@uwrf.edu

Recommendation implemented  Implementation in progress  Implementation not yet begun

For more information, contact: _____ ___________________email: _____ __________________________

Please provide any additional comments or information we should know:

Recently UW-RF removed a maximum limit of five years of service for IRAS who were teaching 7 credits or more and replaced it with an unlimited number of one-year contracts. This gave IRAS the possibility of continued service to the campus and gave academic departments the possibility of retaining quality instructors for an unlimited time. This policy also offers maximum staffing flexibility with IRAS.

This current policy of unlimited one-year contracts is an improvement, though it would seem closer to the the goal of integrating IRAS by making two- or three-year contracts available to departments when program needs clearly justify the position. This would give some support and encouragement to the instructor for doing a good job, provide for further integration as related to professional development and governance opportunities, and still provide for significant staffing flexibility.

Return to Academic Staff Council