Academic Staff Approved Minutes
Academic Staff Assembly
January 22, 2003

Present: Deborah Bowen, Mike Cohen (Vice), Mike Flanagan, Terre Golembiewski, Therese Kennedy (Chair), Yvette Kell, Susan Kidd, Janet Ley, Virgil Miller, Mark Stone

Absent: Phyllis Batra, Nancy Farmer

1. The minutes from the December 4, 2002 meeting were approved unanimously on a Flanagan/Scott-Duex motion.

2. The Chancellor held a meeting with the Academic Staff Assembly members on December 11, 2002 at which he discussed the budget issues facing the university. It has been indicated that layoffs would occur only as a last resort. The assembly may be asked to prioritize changes and/or cuts that may need to occur.

3. The Provost will be attending the February 5th meeting to discuss the core values that were distributed back in December.

4. WSG had no update for the assembly.

5. The guidelines for Pay Plan Distribution have been received from system. The Economic Issues Committee will be meeting in the near future to go over the guidelines.

6. As of this meeting no nominations have been received for the Board of Regents Award. Therese Kennedy was unanimously nominated by a Flanagan/Golembiewski motion and has accepted the nomination.

7. To date three nominations have been received for Rewards and Recognition. The next review by the committee will be in February. Applications should be returned to the Governance Center by February 14th. Kennedy is pushing the issue at meetings campus wide to get people interested in the Rewards and Recognition program. Information is also being sent out to all staff and faculty.

8. There will be a meeting held Monday, January 27, 2003 at 3:00 p.m. in the Commons for the Chancellor’s Task Force on Diversity. The discussion will be with regards to Plan 2008, specifically looking at student retention.

9. Eight applications for promotions have been received. Deb Bowen will get word to the committee that the packets are ready for pick up and review.

10. Information was sent out electronically to all assembly members over winter break asking for a vote to accept the Professional Development Committees recommendations for grants. The recommendations passed unanimously.

11. Retirement letters have been received for Ms. Jo Ann Hobbs and Ms. Joyce Ryan, both of the Music Department. Jennifer will send a memo to the chair of the department asking that a retirement resolution for each be sent to the assembly.

12. Academic Staff Committee and Liaisons

   a. Academic Staff Awards Committee/Kell-A meeting will be called
for the beginning of February.

b. Academic Staff Economic Issues Committee/Kennedy-Pay Plan guidelines have been received. The committee will be meeting in the near future to go over the guidelines.

c. Academic Staff Elections/Balloting/Ley-The committee will be looking over the election form and bring any changes to the assembly for approval. A mass email will be sent out reminding academic staff of the upcoming elections.

d. Academic Staff Government/Cohen-There will be a meeting Friday, January 24, 2003 in the Warhawk Room of the U to discuss the connections UW-Whitewater may have in the Legislature and Senate.

e. Academic Staff Job Security/Farmer-The committee did meet on January 15th. They will meet again on January 31st to discuss the layoff issue should that be necessary with budget cuts.

f. Academic Staff Organization/Cohen-No report

g. Academic Staff Professional Development/Scott-Duex-Round 2 for Professional Development is scheduled to start the end of February.

h. Academic Staff Instructional Promotions/Bowen-All promotion packets are in. The committee will begin its review. The committee will continue to look at how the Purple Book can be incorporated into the promotion process.

i. Academic Staff Review/Kennedy-No report

j. Academic Staff Title Appeals/Scott-Duex-No report

k. Academic Staff Titling Committee/Kidd-a.) Director of College Advancement, College of Business & Economics-placed at level 04 and assigned the Academic Staff Title of Development Specialist. b.) Coordinator of Peer Mentor Program-placed at level 02 and assigned the Academic Staff Title of Student Services Specialist.

l. Academic Staff Rewards and Recognition Committee/Flanagan-The committee met December 16th and put together information encouraging nomination for the Rewards & Recognition program. This information will appear in the February 1st issue of The Reporter. A mass email as well as flyers will also be sent to all faculty and staff. Nominations are due by February 14th, and the committee will meet February 17th to review them.

13. The Academic Calendar was approved via electronic vote. It will be forwarded, along with comments and concerns, to the Chancellor.

14. Additional Agenda items:

a. Mike Spellman sent forth a proposal for naming opportunities for the new College of Business & Economics building. The memorial committee would submit their recommendations to the Academic Staff Assembly, Faculty Senate, and the Chancellor. Two out of the three must approve the recommendations, which would then be sent onto system. The Board of Regents has the final say on approval. The proposal was accepted unanimously, after discussion, on a Kell/Kidd motion.

b. New Governance Center office hours will be Monday-Thursday from 9:00 a.m. – 1:00 p.m.
15. Future Agenda items: Be prepared for discussion of budget issues and core values at the February 5th meeting.

16. Meeting was adjourned at 12:45 p.m. by unanimous vote on a Stone/Kell motion.