Present: Mike Cohen (Chair), Amy Margulies, Sandi Scott-Duex (Vice), Deb Bowen, Denise Ehlen George Clokey, Eric Roche, Nancy Farmer, Gail Fox, Michael Flanagan, Wayne Youngquist, Patti Mirsky (Program Associate, Secretary).

Excused/Absent: Paula Mohan

Guests: Riley Mabeus, UW Whitewater Student Government, Curt Weber, UW-W Lecturer Finance & Business Law

1. Approval of Minutes: The meeting was brought to order by Chair Michael Cohen at 12:08 p.m. motion, pending two minor changes.

Guests were introduced.

2. Recommendation of Instructional Promotions: Farmer, liaison of the Academic Staff Instructional Promotions Committee, gave the report on the committee’s recommendations. Four applicants were evaluated, with the committee recommending that two be approved, one denied, and one is pending approval upon receipt of further information.

Discussion ensued over our policy of committee decisions being approved through ASA. Cohen will forward the final committee recommendations to the Provost.

The Academic Staff Assembly thanks Nancy Farmer and the Academic Staff Instructional Promotions Committee for all the time and effort spent attending meetings and evaluating and scoring the application files.

3. Non-instructional Promotion Policy:

Duex reported that titling for new positions comes under two divisions – Titling for new positions and being Re-titled. Two separate committees work to assist in the process and the Vice Chancellor for Finance and Budget, the Titling Committee and Human Resources all work together.

Titling processes at three other campuses – Oshkosh, Stout and Eau Claire – were considered. As a result, we may want to propose new bi-laws as to who is on the committees for re-titling. Committee roles in determining new positions were discussed, and the level of involvement, as some schools do not use committees for titling new positions.

Hayes-Hill rules were discussed, and the appropriate applications thereof. The committee may want to discuss the bylaws and get recommendations for changes before bringing it before the Provost. A special committee was appointed by Chair Cohen, to get recommendations and options. The special committee, “Non-Instructional Titling and Promotion Committee”, consists of the following appointed members: Amy Margulies, Eric Roche, Wayne Youngquist and Sandi Scott-Duex (liaison).

4. Background Check Policy:

Tabled until next meeting.

5. Academic Staff Committees and Liaisons
a. **Academic Staff Awards Committee/Duex** – Will send information to Therese Kennedy

b. **Academic Staff Economic Issues Committee/Cohen** – Handout on Academic Staff Salary Plan – Discussion regarding looking at how the policy is applied with 20% (see 2nd page of handout) needs to be changed to “Other areas of contributions … to the University Community” … and that it should not be based upon private community or faith based criteria.

c. **Academic Staff Elections & Balloting/Bowen**—Election timeline is ready. Six positions are up for re-election. The website will be updated and Notice of Election sent out with nomination forms. On a Bowen/Ehlen motion, unanimous approval was given for the timeline for elections and dates and as long as changes recommended are made, also for the notice of elections.

d. **Academic Staff Government/Youngquist** – No report.

e. **Academic Staff Organization/Duex** – No report.

f. **Academic Staff Professional Development/Ehlen** – Two recommendations totaling $5449.00 come highly recommended from January 2007 applications. On an Ehlen/Duex motion, unanimous ratification of the two recommendations was granted for full funding, totaling $5449.00.

g. **Academic Staff Instructional Promotions/Farmer**—report in #2 above.

h. **Academic Staff Review/Cohen** – No report.

i. **Academic Staff Title Appeals/Margulies** – No appeals.

j. **Academic Staff Titling Committee/Youngquist** – Meeting tomorrow.

k. **Academic Staff Rewards and Recognition Committee/Flanagan** – Mirsky reported that notices have gone out for the March 16 deadline, and three nominations have already been received.

6. **Announcements:**

   a. Cohen reported on the System Representatives meeting last week.
   b. Chancellor Saunders committee report on the LAB audit is due in June.
   c. Summer conference in Superior.

Meeting adjourned on a Margulies/Ehlen motion at 1:38 pm

Respectfully submitted by Patti Mirsky, Program Associate/Secretary