2011 - 2012
Academic Staff Assembly
25 January 2012 Agenda

12:00 – 1:45 p.m.
University Center 262

1. Approval of 14 December 2011 Minutes
2. Academic Staff Committee Reports
   a. Awards [Weber]
   b. Economic Issues [Ehlen]
   c. Elections/Balloting [Clokey]
   d. Government [Kriska/Flanagan]
   e. Organization [Fragola]
   f. Professional Development [Ehlen]
   g. Instructional Promotions [Farmer]
   h. Review [Ogunsola]
   i. Title Appeals [Ehlen]
   j. Titling [Naff]
   k. Rewards and Recognition [Simes]
3. Updates/Announcements
   a. Assembly Priorities [Ehlen]
   b. Academic Affairs Staff [Ehlen]
4. Other Business
   a. Retirement Resolution of Dianne Witte [Fragola/Naff/Ehlen]
   b. LGBT Taskforce Meeting Minutes [Ehlen]
   c. Staff seeking/obtaining voting rights-tied to contract [Ehlen]
   d. Campus Kudos [Assembly Staff]
   e. Miscellaneous/Round Robin [Assembly Staff]

Italicized items include attachments for review/discussion.
2011 - 2012
Academic Staff Assembly
14 December 2011 Minutes
12:00 – 1:45 p.m.
University Center 262

PRESENT: Freda Briscoe, Denise Ehlen [Chair], Mike Flanagan, Patty Fragola [Vice Chair], Nadine Kriska, Giuliana Miolo, Kyle Naff, Elizabeth Ogunsola, David Reinhart, Kim Simes, and Curt Weber

ABSENT: George Clokey and Nancy Farmer

1. Discussion with Greg Cook regarding ELARC: Greg Cook discussed ELARC with the Assembly. Assembly asked Dr. Cook to consider adding a classified staff member and an additional academic staff/Assembly representative to the group.

2. Approval of 9 November 2011 and 30 November 2011 Minutes: Simes/Kriska moved to approve the minutes. The Assembly discussed/reviewed the minutes. Approved by unanimous vote.

3. Academic Staff Committee Reports
   a. Awards [Weber]: Weber reported that the deadline and application process for the Academic Staff Excellence Awards has been modified to align with other campus awards (in collaboration with Dr. Stone’s office). The deadline to Assembly is 15 February 2012.
   b. Economic Issues [Ehlen]: No report
   c. Elections/Balloting [Clokey]: Deferred until the next meeting.
   d. Government [Kriska/Flanagan]: Kriska highlighted topics discussed at the legislative teleconference with ASPRO.
   e. Organization [Fragola]: Fragola reported that the volunteer survey was sent to all academic staff. Pellien will send Fragola the results of the survey.
   f. Professional Development [Ehlen]: Ehlen reported that three applications were submitted for the December round. The Committee is working on submitting their scores and ratification of their recommendations will be routed via email.
   g. Instructional Promotions [Ehlen for Farmer]: Ehlen reported that we received nine applications and Pellien is working on sending the application packages to the Committee. Additionally, Ehlen discussed that Dr. Telfer requested feedback on potential increase to base adjustments for promoted academic staff. Assembly had a preliminary discussion. Current levels are: Promotion to Level 2 $1,100; Promotion to Level 3: $1,550; and Promotion to Level 4 $2,000. Chair will research levels at other institutions and provide findings to Assembly at an upcoming meeting. The group will then discuss and develop final recommendations.
   h. Review [Ogunsola]: No updates
   i. Title Appeals [Ehlen]: No updates
j. Titling [Naff]: Naff reported that more titling meetings are scheduled in the upcoming weeks. Assembly concurred with Titling Committee members’ recommendation to move to a monthly meeting schedule. Ehlen is charged with announcing/disseminating meeting dates and submission timeline to all academic staff.

k. Rewards and Recognition [Simes]: Simes reported that all awardees have received their letter from the Chancellor. The Spring 2012 deadline is 1 March.

4. Updates/Announcements

a. Assembly Priorities [Ehlen]: Deferred until next meeting.

b. University Handbook Working Group Updates [Weber]: Weber reported that Dr. Haven has suggestions for the handbook modifications. Weber will bring the suggestions to the Assembly.

5. Other Business

a. AA/EEO/Diversity Committee Meeting Minutes [Ehlen]: Ehlen and Ogunsola discussed the minutes.

Consensus to adjourn at 1:45 p.m.

Respectfully submitted,
Casey Pellien, Governance Associate
The University of Wisconsin-Whitewater
Academic Staff Assembly
RECOGNIZES THE RETIREMENT OF
Dianne L. Witte

WHEREAS, Dianne L. Witte has faithfully served the University of Wisconsin-Whitewater for 10 years; and

WHEREAS, Dianne L. Witte has served as Head of Andersen Library’s Technical Processing Services

EMPLOYMENT HIGHLIGHTS
This section highlights the retiree’s University employment. Please insert activities, duties, and/or accomplishments worthy of note and/or distinction.

SAMPLE
Dr. Jambalaya prepared successful grants applications to initiate and support the McNair Program and four different TRIO programs.

WHEREAS, Dianne L. Witte has been an accomplished professional, a supportive and mentoring supervisor, and a good friend to her colleagues

WHEREAS, Dianne L. Witte

WHEREAS, Dianne L. Witte

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WHEREAS, Dianne L. Witte

WHEREAS, Dianne L. Witte

SERVICE HIGHLIGHTS
This section highlights the retiree’s service. Please insert or describe university, professional, and/or community service worthy of note and/or distinction.

SAMPLE
Dr. Jambalaya was a dedicated member of the University’s Plan 2009 and Equity Scorecard Committees.
WHEREAS, Dianne L. Witte
demonstrated professional commitment, dedication and loyalty to the University of Wisconsin-Whitewater; and

THEREFORE BE IT RESOLVED that the Academic Staff Assembly acknowledges Dianne L. Witte’s years of distinguished service with appreciation and gratitude; and

BE IT FURTHER RESOLVED that the Academic Staff Assembly recommends emeritus status for our honored colleague and extends to Dianne L. Witte our best wishes for a long, fulfilling, and well-deserved retirement.
MINUTES from Chancellor’s Task Force on LGBT for December 14, 2011

Present: Dan Colleran, Ken Kohberger, Kyle Naff, Chris Hollar, Kim Simes, Krista Kim, Han Ngo, Sarah Duesterbeck, Officer Mike Sacco, Karen Fisher, Liz Woolever, Terry Tumbarello, Forrest Bright (UHCS), Liz Falk (UHCS), Devin Winfrey, Pamela Crisafulli

Unable to Attend: Patty Fragola, Ruth Stradinger, Jeff Angileri, Dan Schultz (WSG), Amy Edmonds, Cindy Estrup, Leah Thyne, Elena Levy-Navarro, Mary Beth Mackin, Robin Fox, Gwen Hering, Brent Bilodeau, Ashley Struck, Crista Lebens

1. No changes to the November 9th Meeting Minutes

2. Gender Neutral Housing proposal is currently on the Chancellors Desk. Terry shared that in the UW system housing policy gender and sex are both used in the definition making our typical residence halls not open to gender neutral housing. Individuals interested in gender neutral housing would need to pay the Starin rate (there would be no fee adjustment leveled for this option). Individuals who are in the transitioning process can pay for a single room if there is one available or they could be paired up with a random roommate dependent upon their gender orientation listed on their housing contract. Seven other UW-Campuses are moving toward gender neutral housing for 2013. UW-La Crosse is trying to make it happen for fall 2012.

3. Breaking Barriers support group was a success. Two graduate students (Pamela and Jen) from the Winther Counseling Lab had 5 consistent participants. Keeping the location concealed was an important piece. The group will continue in the spring. People can call 262-472-2842 to gain more information.

4. Dr. Lauren Smith shared she was happy with the number of items on the Action Plan that have been completed to this point.

5. The Gender Neutral information sign was reviewed and forwarded to Sarah Duesterbeck to put some finishing format touches on it. It will be copied/laminated and once we have the list of bathrooms confirmed we will place those inside the bathrooms.

6. LGBT* Difficult Dialogues was reviewed and Cindy Anderton has expressed interest in facilitating this program. We will connect to review, adjust, and set the time frame for the program. She has a student in mind to work with her. Please look for upcoming, dates, time and promotion early in January!

7. Home Away from Home intentionally recruiting LGBT* students to UW-W. Modifications were made to the document from suggestions at the meeting and are now in Sarah Duesterbeck hands. She will share this information with the new Admissions Director who will be joining them in January.

8. The social norming poster campaign is moving forward, the quotes that have been identified (*but always looking for more*) include: “Define Gay” “Spot the Straight Person” “Who am I” “Sexual Orientation Defined” “Spot the Trans person”. Contact has been made with Residence Life, First Year Experience and Greg Theune to get some group shots of RA’s and Peer Mentor’s at the January training. The PB Poorman PRIDE Resource Center will move forward on the design and duplication.
9. Theatrical production that shows real student stories was discussed and further investigation needs to take place. Contact has been made with UW-La Crosse to gain more information about how the process has worked for them. This could be a connection between First Year Experience and the Theatre department.

10. Tasks still on the burner in the TEAM Trans work group include: Creation of Mentor/mentee program, Review of Scholarship applications for gender neutrality, Trans Inclusive Health Care on Campus, “Safe Zone” table at “Information Orbit” for PlanIt Purple days, Creation of a “Trans Care Package” (what is available on campus).

Future TEAM Trans* Meetings have been set for the spring semester:

- January 26th at 9am in UC 260 or 268
- February 16th at 9am in UC 260 or 268
- March 22nd at 9am in UC 260 or 268
- April 19th at 9am in UC 260 or 268
- May 24th at 9am in UC 260 or 268

11. Rainbow Celebration of Excellence developed through a discussion revolving around a Lavender Graduation ceremony. Graduation is exceptionally busy for all faculty, staff and students it was recommended to move the event earlier in April which could coincide with PRIDE week that IMPACT has typically conducted. At this time we are unaware of “who would all be graduating in May and December 2012”. Dr. John Stone stated they could send out an email to all who declared themselves to be spring term graduates. They can help us put together an online registration form where, upon completion, the information would come to you in the form of an email, if that would help you organize this event. A tentative time frame could be at 4:30pm on Thursday, April 26th.

12. The athletic program is taking a proactive approach in infusing the NCAA Inclusion of Transgender Student-Athletes guidelines into UW-Whitewater’s current policies for Student Athlete participation in Intercollegiate and Club teams. Any recommendations from the committee would be greatly appreciated.

13. The Early Childhood Conference has secured the author of children’s books regarding gender fluid individuals. Dependent upon receipt of grant funds she may be able to give a presentation to IMPACT and other interested individuals later on Friday, April 13th.

14. The Lunch & Crunch’s will continue this spring. There will be five dates one for each day of the week in hopes of navigating people’s busy schedules. Here are the dates with tentative locations:

   - January 23rd Monday, at 12 noon in UC 260 or 268
   - February 7th Tuesday, at 12 noon in UC 260 or 268
   - February 22nd Wednesday, at 12 noon in UC 260 or 268
   - March 15th Thursday, at 12 noon in UC 260 or 268
   - April 13th Friday, at 12 noon in UC 260 or 268
15. Campus PRIDE unable to connect with Sue Rankin still in process.

16. Inclusivity Poster is being printed over winter break with the intent to have it hanging for the January 12 PlanIT Purple.

17. The [http://blogs.uww.edu/lgbtforce](http://blogs.uww.edu/lgbtforce) has listed all the people who are safe zoned trained and wished to be published. You can search people alphabetically, building or department. If you could take a look to see if anyone has moved from one department to another so we can make that adjustment please connect with Kyle Naff. A huge word of THANKS goes to Kyle for pulling this piece together!

18. The “Being LGBT* in Whitewater” brochure will be sent to Jeff Angileri for final critique and then be printed over break. Thank you to those who made the tough decision between dots or a solid line ☺. The “Coming Out” brochure is also in its final critique and should be printed over winter break.

19. The Safe Zone Training was completed for 23 individuals during the fall 2011 semester. Two of whom were repeat participants.

At this time the remaining count for Materials is: 43 Window Clings/52 3x5 laminated cards this should easily last us through the spring semester when a Coordinator for LGBT* Services has been hired.

Spring 2012 Safe Zone training dates are as follows please think about stepping out of your comfort zone to facilitate one:

- Tuesday, February 28th at 10am location UC 260 (Facilitators: Han & __________)
- Wednesday, March 21st at noon location UC 260 (Facilitators: _________) & _________
- Thursday, April 26 at 4pm location UC 260 (Facilitators: _________) & _________

We were unable to address the following agenda items being time sensitive to members with other committee appointments or meetings. These items will be placed at the top of the agenda for the January 19th meeting.

20. Safe Zone Materials Refreshed still to be reviewed/adjusted:
   a. Rights of the Campus Community UW-Whitewater (*information about hate speech*)
   b. Gender personal/preferred noun piece (any suggestions)
   c. Transgender umbrella (thoughts)

21. Gender Neutral Bathroom Transition. *Email Response from Ruth – this is in a holding pattern until we can get all the information from CSD on the location of all accessible bathrooms.*

22. Next LGBT* Taskforce Meeting January 19th 9am in UC 266 (CHANGED to Thursdays)
   a. Feb. 9 in UC 68 (near the Credit Union) (*conflict with SAPA mtg.*)
   b. March 15 in UC 261
   c. April 12 in UC 266 (*conflict with SAPA mtg.*)
   d. May 17 in UC 68 (near the Credit Union)

**Holding Tank**
- Online Hate Crime/Incident Reporting (*all inclusive bias/hate reporting*)
Chapter UWS 1
DEFINITIONS OF TERMS USED IN CHS. UWS 1 TO 6

UWS 1.01 Academic staff. “Academic staff” means professional and administrative personnel, other than faculty and classified staff, with duties and types of appointments that are primarily associated with higher education institutions or their administration.

History: Cr. Register, January, 1975, No. 229, eff. 2–1–75.

UWS 1.02 Board of regents or board. “Board of regents” or “board” means the board of regents of the university of Wisconsin system.

History: Cr. Register, January, 1975, No. 229, eff. 2–1–75.

UWS 1.03 Department. “Department” means a group of faculty members recognized by the faculty and chancellor of the institution, and the board of regents, as dealing with a common field of knowledge or as having a common or closely related disciplinary or interdisciplinary interest.

History: Cr. Register, January, 1975, No. 229, eff. 2–1–75.

UWS 1.04 Faculty. “Faculty” means persons who hold the rank of professor, associate professor, assistant professor, or instructor in an academic department or its functional equivalent in an institution. The appointment of a member of the academic staff may be converted to a faculty appointment in accordance with s. UWS 3.01 (1) (c).

History: Cr. Register, January, 1975, No. 229, eff. 2–1–75.

UWS 1.05 Faculty status. By action of the appropriate faculty body and chancellor of an institution, members of the academic staff may be designated as having “faculty status.” “Faculty status” means a right to participate in faculty governance of an institution in accordance with the rules of the institution. Faculty status does not confer rank or tenure, or convert an academic staff appointment into a faculty appointment.

History: Cr. Register, January, 1975, No. 229, eff. 2–1–75.

UWS 1.06 Institution. “Institution” means any university, or an organizational equivalent designated by the board.

History: Cr. Register, January, 1975, No. 229, eff. 2–1–75.

UWS 1.07 University. “University” means any baccalaureate or graduate degree granting institution.

History: Cr. Register, January, 1975, No. 229, eff. 2–1–75.

UWS 1.08 Notice periods. (1) When an act is required by these rules to be done within a specified number of days:
(a) Day shall mean calendar day,
(b) The first day shall be the day after the event, such as receipt of a notice or conclusion of a hearing,
(c) Each day after the first day shall be counted, except that a Sunday or legal holiday shall not be counted if it would be the final day of the period.

History: Cr. Register, January, 1975, No. 229, eff. 2–1–75.