
2014-2015 ACADEMIC STAFF ASSEMBLY
AGENDA
12:00PM - 1:30PM ON 22 OCTOBER 2014
UC 264

Networking [12:00 to 12:15]

1. Urgent/Priority Business

- a. Guests/Presentation: Chancellor Richard Telfer
- b. Establishment of 2014-15 Academic Staff Assembly Goals [Ehlen]
- c. Recommendations of the Undergraduate and Graduate Audit Review Committees [Ehlen]

2. Academic Staff Committee Reports

- a. Awards [Weber]
- b. Economic Issues [Ehlen]
- c. Government [Kriska/Flanagan]
- d. Organization [Fragola]
- e. Professional Development [Ehlen]
- f. Instructional Promotions [Ehlen]
- g. Review [Tumbarello]
- h. Title Appeals [Ehlen]
- i. Titling [Weber]

3. Updates/Announcements/Other Business

- a. Academic Plan [Kriska]
- b. Academic Staff Representatives Council Update [Fragola/Burton]
- c. Assembly Recommendations for Future Guests/Speakers
- d. Other Business
- e. Good News/Round Robin

2014-2015 ACADEMIC STAFF ASSEMBLY
MINUTES
12:00PM - 1:30PM ON 8 OCTOBER 2014 IN UC 264

PRESENT: Deborah Bowen, Thomas Drucker, Michael Flanagan, Patricia Fragola, Nadine Kriska, Kara Meissen, Elizabeth Ogunsola, Carmen Rivers, Terry Tumbarello

GUESTS: Terry DeWalt for Whitney Henley

1. Urgent/Priority Business

- a. **Title IX and Sexual Assault Policy:** Liz Ogunsola and Terry DeWalt provided information about Title IX and the Sexual Assault Policy. (Please see the attached handouts.) With the implementation of the Campus SAVE Act in March 2013, all university employees are required to report sexual violence or misconduct. Complete the reporting form whenever a student, faculty, or staff member reports a case of sexual violence or misconduct. The form can be found at <http://go.uww.edu/reportassault>, or by entering "Sexual Assault Reporting" in the university's search engine. Under Title IX, employees must also complete the online training on sexual harassment and sexual assault, and report any cases of child abuse or suspected child abuse to the police. The campus must investigate complaints in a prompt, fair and impartial manner. This is not a judicial process, but is an on-campus investigation of the incident. If someone reports an incidence of sexual violence that occurred prior to their affiliation with the university, still complete the form and submit it to the Dean of Students Office. If a survivor does not want their name made public, the Office of Civil Rights (OCR) recommends honoring the person's wishes if at all possible; however, it is important to note that under the current OCR regulations, a survivor can't have anonymity – the survivor's name must be on the report – but they can have confidentiality. Patty Fragola inquired if there was a student on the Title IX Committee; Liz Ogunsola indicated that the committee will likely be expanded and include a student representative. For more information on Title IX, contact the Title IX Coordinator at ogunsola@uww.edu. For more information on the Sexual Assault Policy, contact Whitney Henley at henleyw@uww.edu.
- b. **Establishment of 2014-15 ASA Goals:** This item is deferred until the 22 October 2014 meeting.
- c. **Update on Compression Pay:** Patty Fragola referenced the e-mail distributed by Denise Ehlen on this topic. \$300,000 has been set aside for academic staff compression pay and the target date for implementation is January 1st. There will be more information on this topic in November.

2. Academic Staff Committee Reports

- a. Academic Plan [Kriska] – The Academic Plan Committee (headed by Greg Cook) will provide input for the implementation of the Master Plan, as the distribution of physical space should have been based on an academic plan. The Academic Plan should not only identify immediate space and resource needs, but also future needs, based on expected programmatic increases and decreases. The committee serves only in an advisory capacity, but can advocate for certain avenues of action in regards to the Master Plan. The committee is currently researching other models in the UW-System (UW-Milwaukee, for instance) and gathering background information. The committee plans to meet every other week and the goal is to have a defined direction by the end of next semester. Terry Tumbarello inquired if enrollment management is involved.
- b. Awards [Fragola for Weber] – No report.
- c. Economic Issues [Fragola for Ehlen] – No report.
- d. Government [Kriska/Flanagan] – Michael Flanagan recommended inviting the Whitewater City Manager, Cameron Clapper, to attend an Academic Staff Assembly meeting to provide an update on current programs and initiatives.
- e. Organization [Fragola] – Patty Fragola reported that almost all committee vacancies are filled. Patty asked Carmen Rivers to recommend someone from instructional staff for the Instructional Promotions Committee. Governance also needs one appointee. Terry Tumbarello will represent academic staff on the LGBT Committee.

- f. Professional Development [Fragola for Ehlen] – No report.
- g. Instructional Promotions [Rivers] – **Action Item: Patty Fragola will appoint another committee member.**
- h. Review [Tumbarello] – No report.
- i. Title Appeals [Fragola for Ehlen] – No report.
- j. Titling [Fragola for Weber] – The Titling Committee did meet and all titling requests were approved.

3. Updates/Announcements/Other Business

- a. **Academic Staff Representatives Council Update** [Fragola/Burton] - Patty Fragola and Kristen Burton provided an update from the Academic Staff Representatives Council on 26 September 2014. There is concern that UW-System is not providing sufficient communication or time for academic staff to review policies that reference academic staff. The policies in question (Compensation, Grievance, etc.) are those related to implementing the new personnel system (UPS) and reportedly only impact university (formerly classified) staff. However, there is indication in the Grievance policy (<http://www.uwsa.edu/personnelsystems/development-documents/ops/list/gen-14.pdf>) that academic staff governance will need to make the necessary changes to incorporate an impartial hearing officer concept into their rules. For the complete list of policies, visit <http://www.uwsa.edu/personnelsystems/development-documents/ops/list/>. Another pressing concern was the need for a compensation review; it was indicated that the Compensation Advisory Committee will be reinstated and the plan is to get a compensation review underway yet this year. Interest was expressed in having an Academic Staff Conference in 2015, but it has not yet been determined who will host/plan it.
- b. **Future Guest Speakers** - [Fragola for Ehlen] –Chancellor Telfer will attend on 22 October 2014, Aimee Arnold and Joan Cook on 12 November 2014 and Provost Kopper on 10 December 2014. Terry Tumbarello inquired about inviting state legislators; there are issues he would like to discuss regarding state approval of building project timelines. **Action Item: Patty Fragola will refer the issue to Denise Ehlen for discussion at the next meeting.**
- c. Other Business

Tobacco-Free Campus Resolution (Rivers) – Carmen Rivers distributed the Tobacco-Free Campus Resolution and the Chancellor’s Tobacco Task Force Summary of Recommendations. The task force had representatives from all four governing bodies. The task force reviewed policies from peer institutions, consulted with health experts, and talked with affected parties, including the city planner. There is some concern about the pushing out the perimeter of smoking to city areas, but signage will be supplied to notify neighbors of the new policy. Compliance is voluntary; enforcement will consist of student org groups monitoring potential smoking areas and handing out reminder cards that UW-W is a tobacco-free campus. Contact information for smoking cessation programs will be on the card. There will be no tickets or fines, and supervisors will not have the obligation to enforce this resolution. Terry Tumbarello recommended modifying the resolution to include “Smoke-Free” and to include “smoking devices” in the list of banned products. **Action Item: Send additional feedback to Carmen Rivers. The topic will be added to urgent business on the 22 October 2014 agenda for Assembly review.**

Instructional Representative for Regent Manydeeds Visit – Carmen Rivers and Deborah Bowen volunteered to be instructional academic staff representatives for Regent Ed Manydeeds’ visit on Wednesday, October 15th. Patty Fragola and Terry Tumbarello will also attend. The meeting will be held at 1:15 in Hyer 422.

Academic Staff Review (Drucker) – There is a request from the Mathematics Department to alter the current academic staff review guidelines to streamline the process. Under the current guidelines, the process is very time consuming.

UIA Insurance (Tumbarello) – UIA Insurance has a new salary threshold that prices it out of the range of many academic staff.

The meeting adjourned at 1:30 pm.



UNIVERSITY OF WISCONSIN-WHITEWATER
ACADEMIC STAFF ASSEMBLY

Drafted 1 October 2014

**2014-2015 GOALS/PRIORITIES
ACADEMIC STAFF ASSEMBLY**

Authored/Submitted By
Denise Ehlen, ehlend@uww.edu, x1956

2014-2015 GOALS

1. Explore goals, vision, format of, and responsibility for FUN and SERIOUS FUN series
 - a. Assign to full Assembly
 - b. Led by Chair (Denise Ehlen)
 - c. Support from Governance Project Manager (Kristen Burton)
2. Review policies/personnel rules (instructional promotion, performance review, titling, and re-titling)
 - a. Assign Instructional Promotions to Curt Weber with support from Carmen Rivers and Denise Ehlen
 - b. Assign Performance Review to Denise Ehlen with Support from Kristen Burton
 - c. Assign Titling/Re-Titling to Patty Fragola with Support from Denise Ehlen
3. Other Idea?
 - a. Assign to?
 - b. Led by?
 - c. Support from?
4. Other Idea?
 - a. Assign to?
 - b. Led by?
 - c. Support from?



UNIVERSITY OF WISCONSIN
WHITEWATER

Office of Academic Assessment

Date: October 1, 2014

To: David Munro, Chair, Faculty Senate; Greg Cook, Chair, UCC; Chair, Academic Development Committee; Chair, Faculty Budget Committee; Denise Ehlen, Chair, Academic Staff Assembly; Provost's Office

From: Joan Cook
 Director, Academic Assessment

Re: Recommendations of the 2013-14 Undergraduate and Graduate Audit and Review Committees

Below is a list of undergraduate programs (majors and minors) and graduate programs that participated in or were due for Audit & Review during 2013-2014.

| Undergraduate Program | Year Submission Due (Nov.) | Recommendation |
|--|-----------------------------------|---|
| General Management major and minor | 2013 | Continuation with minor concerns |
| International Studies major and minor | 2013 | Continuation with minor concerns |
| Marketing major and minor | 2013 | Continuation without qualification |
| Music major and minor | 2013 | Insufficient information in the self-study to make a determination; revise self-study & resubmit in Fall 2014. |
| Occupational and Environmental Safety and Health major and minor | 2013 | Continuation with minor concerns |
| Social Work major and minor | 2013 | Continuation without qualification |
| Theatre/Dance major and minor | 2013 | Continuation without qualification |
| Anthropology minor | 2013 | Review postponed until 2014-15 due to faculty sabbatical |
| Race and Ethnic Cultures minor | 2013 | Review postponed until 2014-15 due to program restructuring |
| World Religions minor | 2013 | Continuation with minor concerns |
| Graduate Program | Year Submission Due (Nov.) | Recommendation |
| Accounting M.P.A. | 2012 | Continuation with minor concerns |
| School Business Management M.S.E. | 2013 | Continuation with major concern in one or more areas. Preparation and submission of an academic assessment plan due by 1 July 2015. |
| Occupational and Environmental Safety and Health M.S. | 2013 | Continuation with major concern in one or more areas. Preparation and submission of an academic assessment plan due by 1 July 2015. |
| Professional Development M.S.E. | 2013 | Program review delayed until 2014-15 academic year, pending receipt of M.S.E.-PD self-study report |