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**2017-2018 ACADEMIC STAFF ASSEMBLY  
MINUTES  
12:30PM - 1:45PM ON FEBRUARY 28, 2018, UC-69**

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**PRESENT:** Patricia Fragola, Curt Weber, Mike Flanagan, Abbie Windsor, Annie Weberpal LaValley, Sara Deschner, Huckleberry Rahr, Nadine Kriska, JP Villavicencio, Heather Rasmussen (recorder)

**EXCUSED:** Valerie Vargas, Terry Tumbarello, Carl Fox, Carmen Rivers

**1) Urgent/Priority Business**

- Matt Aschenbrener was not present due to a misunderstanding of speaking date; will reschedule visit.
- Minutes of February 14, 2018, approved on motion from Kriska and a second by Weber.

**2) Chair's Report**

- UTC handout (Learning Management System Transition) detailing the transition from D2L to Canvas. Will be fully transitioned by fall 2019. Offering sessions to help with "closet cleaning." Canvas offers better user interface on "smart devices" and integrates with PeopleSoft and Cisco. Elena Pokot is forming steering committee and will include students.
- Search Updates:
  - Chief Officer of Diversity and Inclusivity: Strong pool of candidates. Open campus forums this week and next.
  - HR Director: Met yesterday via conference call. Posting closes Friday. Hope to have recommendation by May 1.
  - Registrar (per Windsor): Phone interviews are completed. Working on dates to bring three candidates to campus for interviews.
  - Budget Director (per Weberpal LaValley): close to finalizing.
  - Director of Continuing Education (per Weberpal LaValley): John Fons starts tomorrow.
- Restructuring – Integrating UW-Rock County into representation. Fragola distributed handout of motion and members discussed. Patty put forward motion

*MOTION by Fragola and seconded by Rahr: Pending HLC approval, the UW-Whitewater Academic Staff Assembly (ASA) will add one member to represent all eligible Academic Staff (both Instructional and Non-Instructional) at UW-Rock County. This representative will be selected by currently eligible UW-Rock County Academic Staff from among all UW-Rock County nominees. The election of this representative will follow rules and procedures established in Article IV of the UW-W Academic Staff By-Laws and occur simultaneously with the ASA election at UW-Whitewater. This representative will be considered a full member of ASA, having complete rights and responsibilities, and serve for a period not to exceed a standard term of office.*

*During this period, a committee will be charged with recommending changes to the Constitution and/or By-Laws to permanently integrate UW-Rock County Academic Staff. This committee will consist of no less than six Academic Staff, chosen equally from Instructional and Non-Instructional, and include at least two members from UW-Rock County. Once the committee's recommendations have been accepted, following procedures specified in the Article V of the UW-W Academic Staff Constitution and/or Chapter III of the UW-W Academic Staff By-Laws, the election of permanent member(s) from UW-Rock County will occur during the next scheduled election period.*

*The Chair of the ASA will abstain from voting unless a tie-breaking vote is required during this period of temporarily extended membership. Unanimously approved.*

- Civil Discourse Committee – Met last week (World Café) to get an idea of the type of event the campus community would like to see. This was well attended with lots of students and diverse faculty and staff. It was very positive.

### 3) Vice-Chair's Report

- None

### 4) Academic Staff Committee Reports

- **Awards:** In process of assessing candidates, will get a Doodle poll out to schedule meeting date.
- **Economic Issues:** None.
- **Elections:** Covered in Chair's Report.
- **Government:** Mandela Barnes, Deputy Director of Strategic Engagement at State Innovation Exchange (SiX), will be on campus March 14, 2018, for a visit. Flanagan will oversee getting emails to governance and student groups.
- **Instructional Academic Staff Promotions:** There was an increased number of applications with more being promoted by departments and on the Web site along with a simplified process. Submitting recommendations to Provost this afternoon. Seventeen applications with 13 recommended for promotion, four not recommended. Breakdown of departments: 6 from College of Arts and Communication, 4 from CoBE, 2 from College of Education, 4 from College of Letters and Sciences, and 1 split position. Level changes applied for are as follows: Five from a 1 to a 2. Two from a 1 to a 3. Five from a 2 to a 3. Five from a 3 to a 4.
- **Outreach:** None.
- **Professional development:** None.
- **Review:** None.
- **Rewards and Recognition:** None.
- **Titling Committee:** Did not meet in February. Titling page on ASA Web site is the beginning step to help with understanding of difference between promotions and titling.
- **Title Appeals:** None.

### 5) Updates/Announcements/Other Business

- Transportation & Logistics (LaValley):
  - Amazon locker coming to campus for deliveries and returns to be utilized by students, faculty, staff, and community.
  - Bike Share: Spin will be on campus March 9 for discussion. Bikes are delivered to campus and rentals are secured via app. Can be left anywhere on campus after use by students or staff. Company is looking to possibly partner with city of Whitewater allowing use within the city. Possible profit sharing for the University. UW-Stevens Point already partners with this company.

- Food Trucks: Campus Landscape & Planning Committee not fond of location near the water feature outside the UC, but the dedicated electricity makes it a good location. May try other locations around campus.
- Employment Educational Assistance Program Policy (Tumbarello): None
- Sustainability Council (Vargas): None

The meeting adjourned at 1:35 pm on a motion from Weberpal LaValley (Villavicencio, second).