

97-98 ACADEMIC STAFF ASSEMBLY  
February 25, 1998 Minutes

1. Chair Jeff Janz presided at the most recent meeting of the Academic Staff Assembly, beginning at 12:07 p.m., February 26, 1998 in room 206N of the University Center.

Members	Present	Absent
Phyllis Batra	X	
Deborah Bowen	X	
Karen Buckley	X	
Chunju Chen	X	
Steve Chene	X	
Larry Clem	X	
Michael Flanagan	X	
Janis Goder		X
Jeff Janz, Chair	X	
Therese Kennedy, ViceChair	X	
Sam-Karen Norgard	X	
Josh Ryan	X	

Rita Subrt was present as secretary for the Assembly.

2. Additions to the Agenda:
  - a. Academic Staff Excellence Awards
  - b. Nominations for the University Insurance Association Board membership
  - c. UW-W Foundation Board membership
  - d. Revisions to the policy for Employment of Retired Unclassified personnel
  - e. Acknowledgment Resolution for Wanda Martin-Terry's contribution to the Academic Staff Assembly
  - f. Pay equity and compression
3. Approval of Minutes from previous meeting, February 11, 1998. The Assembly unanimously approved the February 11, 1998 minutes as distributed, motion/second by Norgard/Flanagan.
4. Committee Reports.
  - a. Strategic Planning and Budget Committee. (Chen) Chen indicated that the SPBC did not meet last week. The next meeting will be Thursday, February 26, 1998.
  - b. Chancellor's Cabinet Report. (Janz) A brief meeting was held on Tuesday, February 24, 1998. Topics of discussion included a proposal for a Governance office location. All associated with this are favorable. Another topic of discussion was regarding the \$100 deposit for registration.
  - c. Quality Council (Janz) The first TQM/CQI training session will be held on Wednesday (3/11) and Friday (3/13) from 2:00 to 4:30 p.m. The presenter is Mete Sirvanci.
  - d. Professional Development (Chene) Jayati Ghosh is stepping down as chair of this committee as she will be applying for a grant. Deb Heiber will be the current chair. Membership if this committee is complete with the addition of Sobitha Samaranayake. The deadline for applying for grants for July - December, 1998 is April 16, 1998. Other information regarding the grant application is available on the Web.
  - e. Job Security (Clem) A draft of the survey has been submitted to David Blankinship's office. The committee received back a questionnaire to fill out. When the questionnaire is returned the Survey approval committee will meet to approve. After approval is obtained, the survey will be distributed to the Academic Staff.
  - f. Elections Committee. (Bowen) The committee met Tuesday, February 24, 1998. The committee membership is complete with the addition of Mike Flanagan and Pamela Lipka. The committee developed a nomination form which requests additional information of candidates (Flanagan Initiative).
5. TQM/CQI Training March 11 and 13 (Janz) See above under Quality Council (4c).

6. Academic Staff Assembly Office Space Plan (Janz) Jeff distributed copies of a floor plan proposal for the Governance offices. These offices would be located in the lower level of the University Center. The assembly had a favorable response to the proposal.
7. Reward and Recognition Committee (Janz) There will be a call for membership to this committee. Any non-instructional academic staff are eligible for this committee. Interested persons should contact Therese Kennedy.
8. Time Schedule (Janz/Kennedy/Bowen) This year there will be openings for seven individuals on the Academic Staff Assembly. Four instructional (three 2-year terms and one 1-year term) and three non-instructional 2-year terms. Following elections to the Assembly, there needs to be an election of the officers of the Assembly. This has to take place prior to the end of the semester. In addition, committee memberships need to be set for next year. Anyone interested in running for the Assembly or in committee membership should contact Jeff Janz, Therese Kennedy, or Deborah Bowen. A time line will be set at the next Assembly meeting.
9. Web Site (Janz) The site is up and running. Not all the documentation is available. It will be added as it becomes available. Comments regarding the site may be directed to Jeff Janz.
10. Academic Staff Awards (Janz) Jeff reminded everyone that the UW-Whitewater Academic Staff Excellence Award nominations are due February 27, 1998.
11. Nominations for the University Insurance Association Board membership. (Janz) The Chancellor has requested that names be forwarded to him to submit for membership to the Board of the University Insurance Association. (See handout)
12. UW-W Foundation Board membership (Janz) The Academic Staff Assembly received a letter from Jonathan Enslin soliciting names for nomination to the UW-Whitewater Foundation Board. Interested person willing to make this significant contribution to the University should have their names put in nomination.
13. Revisions to the policy for Employment of Retired Unclassified personnel (Janz) Jeff distributed a handout from Interim Provost Larry Davis indicating revisions to the policy for employment of retired unclassified personnel which had previously been approved by the Assembly. This item was tabled in order for the Assembly members to review the document. It will be on the agenda for the March 11 meeting.
14. Resolution acknowledging Wanda Martin-Terry's contribution to the Academic Staff Assembly (Flanagan) A motion/second was made by Flanagan/Buckley to compose a resolution acknowledging Wanda's contribution to the Assembly.
15. Pay Equity and Compression (Janz and Buckley) This item was tabled until the next meeting.
16. Meeting adjourned at 1:20 p.m. by unanimous agreement following a Kennedy/Buckley motion/second.

Respectfully submitted,

Rita Subrt, Secretary