

ACADEMIC STAFF ASSEMBLY
Minutes
Wednesday, October 15, 1997

1. Chair Jeff Janz presided at the October 15, 1997 meeting of the Academic Staff Assembly, beginning at 12:09 p.m., in room 206N of the University Center.

Members	Present	Absent
Phyllis Batra		X
Deborah Bowen	X	
Karen Buckley	X	
Chunju Chen		X (notified Chair)
Steve Chene	X	
Larry Clem	X	
Michael Flanagan	X	
Janis Goder	X	
Jeff Janz, Chair	X	
Therese Kennedy	X	
Wanda Martin-Terry, Vicechair	X	
Rae Miller	X	

Rita Subrt was present as secretary for the Assembly.

2. Additions to the Agenda:

10th Annual Government Day sponsored by UW-Whitewater Student Government will feature a slate of state and local leaders on October 28, 1997. A discussion panel will be held at 3:30 p.m. at the Hamilton Center. Participants include Walworth County Judge James Carson, prosecutor Wallace McDonnell of Whitewater, defense counsel Pam Moorshead of Brookfield and a representative from the district attorney's office. Students can then address the leaders in an open microphone discussion on any topic. Invited participants include state senators Scott Fitzgerald, Gary George and Neal Kedzie, state assembly member Steve Nass, Whitewater City Manager Gary Boden, and UW-Whitewater deans John Heyer, Howard Ross and Diane Bailiff. Whitewater Common Council members Luke Rollins and Mark Rutledge will also be present.

3. Approval of Minutes from previous meeting, October 1, 1997. The Assembly approved the October 1, 1997 distributed minutes as amended, motion/second by Clem/Buckley

4. Committee Reports.

a. Strategic Planning and Budget Committee. (Martin-Terry) There was discussion regarding PeopleSoft and the money required to fund the project. Other topics discussed were where the project began, where it stands now, and where the project is going (implementation schedule). All organizations were encouraged to forward their opinions to SPBC so assumptions can be clarified and to be consistent with needs. Questions need to be asked to see how programs will interface with the databases and to determine what is the potential impact of PeopleSoft in all areas. Discussion of the PeopleSoft topic indicated that there was a need to have a PeopleSoft presentation at a future meeting of the Assembly.

b. Chancellor's Cabinet Report. (Janz) The CD Rom developed for Admissions was demonstrated. It was prepared by students for prospective students. It's a state-of-the-art look at every program on campus with (voice/video) testimonials from the Chancellor, Staff, and students. Also, Richard Lee and John Stone related the problems of the Graduate School. In spite of heavy marketing, the fact that the MBA program is in the top three in the state, and the MCS program is excellent, the Grad School is at its lowest enrollment in many years. There is major competition from weekend three-credit programs and web-based graduate programs. On another matter, extensive benchmarking comparisons are being prepared for budget 98-99 development process; Whitewater Student Government working to eliminate Social Security numbers from being used in conjunction with test scores. They are also attempting to have UW-W become a trial campus for a special system advising initiative.

c. Quality Council (Janz) The Quality Council is in the process of re-working a CQI pilot training program. The Chancellor's Cabinet and Quality Council participated in a training exercise which requires modification.

d. Other Committees Jeff Janz indicated the committee liaisons be in contact with committee members to notify them of their appointment on the committee, to set up an initial meetings and to elect chairs where necessary.

5. Appointment of one interim (97-98) Instructional Academic Staff Assembly member(Janz) Michael Flanagan indicated that Sam-Karen Norgard may be interested in filling the current vacancy. Jeff will invite her to the next meeting.

6. Call for Committee Membership - update (Martin-Terry) Currently, there are only two instructional vacancies; one on the Awards Committee and the other on the Promotions Committee. Anyone interested in filling either of these vacancies should contact Wanda Martin-Terry by phone (3205) or e-mail (martinw).
7. Assembly Orientation Update Margaret Lewis was not available, but Jeff will see her on October 16. He will work with Jan Goder to develop a program for legislative relations. Other orientation topics are PeopleSoft and TQM.
8. Reward/Recognition Implementation (tabled from previous meeting) A brief history of the Reward/Recognition process is as follows. Two years ago the promotion process for Category A was eliminated with the recommendation to replace it with a reward and recognition program. While the previous process was beneficial to many, it also had its problems. Members of the administration, faculty and academic staff complained about the process. Some Academic Staff capped out because of high level pay scale. The Boubel/Fox committee recommended that the old promotion process be eliminated and a new process be devised. The assembly approved this recommendation last year. A new committee assembled charged with setting up a process for implementing a new reward/recognition system. There were more questions than answers in the new committee. The committee needed the support of faculty and administration. There were three steps to cover, education, training, and participation. Compensation needed to be de-emphasized and cooperation needed to be emphasized. There is also a need to re-name committees so their names reflect the function they perform (Awards, Professional Development and Rewards can be easily confused). Last year's promotion funds were carried over on a one-time basis. This committee will have a lot of work to do to get the process working on campus this year. It may be possible to utilize a TQM procedure. There was a motion on the table to establish a committee for reward and recognition. Jeff Janz called for discussion regarding the need to make the plan work. Hearing no further discussion, he called for a vote. The motion carried unanimously. Jeff indicated that we will place the development of a committee charge and composition on the next agenda. He will then send a recommendation to the Chancellor to establish a new committee to implement the process and iron out the details.
9. Computer Training (Flanagan) Tabled.
10. Future Agenda Items (all)
Distinguished Prefix Proposal for instructional staff response needed by November 1, 1997;
Reward/Recognition Committee Charge and Composition
11. Meeting adjourned at 1:10 p.m. by unanimous consent of a Flanagan/Goder motion/second.

Respectfully submitted,
Rita Subrt, Secretary