

1. Priority Business

- a. Review/Approval of November 8, 2017 Minutes
- b. Chancellor Kopper

2. Chair's Report

3. Vice-Chair's Report

4. Academic Staff Committee Reports

- a. Awards (Weber)
- b. Economic Issues (Rivers)
- c. Elections (Villancencio / Vargas)
- d. Government (Flanagan / Kriska)
- e. Instructional Promotions (Fragola)
- f. Outreach (Weber)
- g. Professional Development (Fragola)
- h. Review (Tumbarello)
- i. Rewards and Recognition (Tumbarello)
- j. Titling (Weber)
- k. Title Appeals (Fragola)

5. Updates/Announcements/Other Business

- a. Transportation & Logistics (LaValley)
- b. Employment Educational Assistance Program Policy (Tumbarello)
- c. Sustainability Council (Vargas)
- d. Open Floor

**2017-2018 ACADEMIC STAFF ASSEMBLY
MINUTES
12:30PM - 1:45PM ON NOVEMBER 8, 2017, UC-264**

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

EXCUSED: Terry Tumbarello, Carl Fox

1) Urgent/Priority Business

- a) Minutes of October 25, 2017, approved on motion from LaValley and a second by Windsor.

2) Chair's Report

Pay Plan – Effective date of hire for consideration of inclusion is January 1, 2018, chosen by legislature, not System. Please refer to the Chancellor's recent email message (11/7/17) or <http://www.uww.edu/Documents/adminaffairs/HR%20Diversity/Implementation%20Guide.pdf> for more information.

- a) Website taskforce – No update, but moving to top of list
- b) Chancellor Kopper to attend ASA meeting of November 29, 2017.
- c) Chief Diversity and Inclusion Officer Search and Screen – Academic Staff are being represented by Library Director Paul Waelchli. Paul reports that the committee has met and is being chaired by Katy Heyning, Dean of College of Education. The position announcement is currently available at <http://www.uww.edu/employment/academic-staff-non-instructional/posting?listing=1557>.
- d) Merger Update – Board of Regents will meet November 9, 2017, to vote on merger. The meeting will be streamed online; Fragola will provide link to ASA. Reporting structure is to be in place by July 1, 2018. A November 10 meeting is planned at UW-Rock County with Chancellor Kopper, her cabinet, and governance leaders attending for a Q & A session. Fragola will send recap following meeting. Fragola has requested list of UW-Rock County Academic Staff.
- e) Other Committees
 - Titling and Compensation – Meeting November 17 to finalize families and subfamilies.
 - Promotions – Fragola and Weber working on simplifying process with HR handling some of the decisions instead of committee. Structure won't change, but easier form to utilize. Process to be completed in next few weeks with a due date to be decided. Only two AS members at Promotions/Awards luncheon; Outreach Committee should try to promote event more.

3) Vice-Chair's Report

- a) UW Systems Representatives Meeting – Most of the questions at the meeting concerned the proposed merger, specifically the shared curriculum. There are no specific plans, discussions are still at the “big picture” stage. Two plus two pay plan: the second part not budgeted and will be paid for by the individual campuses.

4) Academic Staff Committee Reports

- a) **Awards:** None
- b) **Economic Issues:** None.
- c) **Elections:** None.

- d) **Government:** Visit by State Representative Don Vruwink on October 30 went very well. Students asked great questions (wages, student loans, healthcare) and were received well by State Representative Vruwink. Flanagan has been in contact with Tammy Baldwin's liason, Vanessa Llanas, regarding possible visit to campus.
- e) **Instructional Academic Staff Promotions:** In Chair's Report.
- f) **Outreach:** LaValley has drafted Veterans Day email to send to all Academic Staff, will forward to Rasmussen for distribution on November 9.

MOTION by Flanagan and seconded by Vargas: *Academic Staff Assembly will send an email "Thank You" (provided below) to all Academic Staff in honor of Veteran's Day. Unanimously approved.*

As we approach Veterans Day Nov. 11, the Academic Staff Assembly would like to take this opportunity to recognize and thank those academic staff members who are veterans or active members of the armed services. We honor their service to the country and continued service to the campus community. The knowledge and skills they bring to our campus provide a richer educational experience for our students, leadership and perspective for our colleagues, and contribute to the diversity and overall success of the Warhawk family.

- g) **Professional development:** None.
- h) **Review:** None.
- i) **Rewards and Recognition:** None.
- j) **Titling Committee:** Committee meeting November 16, 2017, currently two requests.
- k) **Title Appeals:** None.

5) Updates/Announcements/Other Business

- Flanagan states that Chancellor Kopper has confirmed that reviews must be completed by December 31, 2017, for inclusion in Pay Plan. If supervisor doesn't complete all reviews, supervisor isn't eligible for inclusion.
- Discussion regarding Academic Staff Instructional staff not having personal leave. Because of this, there is no way to attend to expected personal matters (such as bereavement) unless using sick leave. This is problematic in that it's not an accurate description of leave. Faculty doesn't receive personal leave either. Questions raised regarding consequence if using sick leave but get into accident or something similar.

The meeting adjourned at 1:34 pm on a motion from Rahr (Deschner, second).