



Minutes: January 25, 2023 (12:30-1:45)

The Academic Staff Assembly is an elected body that represents UW-Whitewater instructional and non-instructional academic staff. The Assembly has primary responsibility for formulation and review of relevant policies and procedures and shall be represented in the development of all policies and procedures concerning academic staff members, including academic staff personnel matters.

Attendance		Absent (A), In Person (IP), Virtual (V), Non-voting (NV)			
A	Jessica Berge	IP	Christine Hoover (NV)	A	David Reinhart
A	Ciera Edwards	V	Brenda Johansen	IP	Brian Schanen
IP	Tatiana Fadeeva	IP	Becky Jones	A	Terry Tumbarello (NV)
V	Nicholas French	IP	Becky Mueller	V	JP Villavicencio
IP	Dana Gordon	IP	Rick Pues	IP	Jessica Walz
IP	Michael Gorman	IP	Huckleberry Rahr	V	Abbie Windsor

Meeting called to order at 12:31 p.m. by chair Christine Hoover.

Proposed consent item: Review and approval of 1/11/2023 minutes. Minutes approved by unanimous consent.

Discussion Items: ASA search committee participation for upcoming Dean searches. Christine notes that Paul Ambrose has been confirmed as the COBE dean. In the meantime, the COLS and COAC searches have reached out to ask for a representative from ASA. Christine noted Brenda will serve as an ASA representative on the Executive Director of Housing search. Becky Jones noted that, for the COLS and COAC searches, it would be nice to have the ASA representation come from outside of the colleges, as a way to make sure that people from departments who interact closely with these areas have a chance to gain representation. Becky Jones requested that members give her feedback to provide to the JSG workgroup on whether participation from outside those colleges would be a positive thing, and the group agreed. Christine notes that Dr. Fox was proactive in requesting ASA representation for the COBE dean search. Mike notes that since the ASA representative should be wearing a full shared governance “hat” while serving on these committees, it makes sense that the representative could come from any unit.

Actionable Items:

Christine and Brenda report that this week a survey will be sent to all academic staff requesting input on current and desired workplace flexibility, and a potential standardized title for academic staff who do not have an instructional status. The resolution is tabled while waiting for that feedback.

Chair Report:

Christine reports that, approximately an hour after an announcement of the new chancellor, Dr. King reached out individually to each shared governance leader and they were able to talk. The message sent very loud and clear was that Dr. King wants to attend the first possible ASA meeting after starting his term. Christine notes that, at the cabinet meeting yesterday, a budget update was provided. Because of the timing of start dates, we will not know the final enrollment numbers for budgeting until February.



Minutes: January 25, 2023 (12:30-1:45)

The Academic Staff Assembly is an elected body that represents UW-Whitewater instructional and non-instructional academic staff. The Assembly has primary responsibility for formulation and review of relevant policies and procedures and shall be represented in the development of all policies and procedures concerning academic staff members, including academic staff personnel matters.

However, we do know that, at the start of the year we had a structural deficit of \$8.5 million, but the current forecast/projection is that we will end the year with a deficit closer to \$4-4.5 million. Some of the cost recoup efforts that Dr. Chenoweth and the budgeting office have put in place have allowed for these savings, which mean that we will not run out of reserves next year (but possibly the year after). Additional potential revenue generation ideas are being discussed. Tatiana asked about the Tuition Promise funding, and where the money is planned to come from. Christine notes that the first year's funding will come from System, but that there don't seem to be any plans for what will happen after that, and that the System Shared Governance groups are pressing for that decision. Christine notes that the next System Shared Governance meeting is in February, that President Rothman's attendance has been requested, and a proposed topic is pay progression for academic staff.

Vice-Chair Report:

David reports by email that he has been invited to attend the WSG meeting this upcoming Monday in person, and will report on that at the next ASA meeting.

Faculty Senate Liaison Report:

Jessica Walz notes that FS met on 1/24/23 and reviewed 3 resolutions. One was a revision to academic forgiveness policy, which was approved and will allow academic forgiveness to move from a 5-year gap to a 3-year gap. The reasoning for this was the issues around the COVID pandemic. A limitation of 2 instances of forgiveness was approved. A resolution on responsibilities related to instructional technology, meant to confirm roles, responsibilities, and current practices are technology was discussed. It was meant to align departmental roles in choosing platforms, etc. The third resolution, tabled, is revisions to the incomplete grade policy, which will be revisited at the next meeting.

Past Chair Report:

(submitted by Terry over email) Sorry I can't be there today, I am at a conference. Academic Staff Promotions Committee: We have had some really good discussions and have created an outline. Our goal is to have a draft of the promotion policy to Execs within the next ten days. Onboarding Committee: Now that a permanent HR Director has been identified we will meet with Connie and continue to move forward with this. Governing Documents: We will be meeting soon to go over our winter break homework which was all personnel rules related. Have a great rest of your week everyone!

Academic Staff Committee Reports:

Promotions: Jessica Walz reports that the committee met last week, planned for the review and voting on applications (3 reviewers per applicant, followed by full committee vote on approval for promotions). An online review process will be used this year, especially since 35 complete applications were received (a record number). Christine notes that she's heard great feedback from deans and chairs about the electronic process versus the previous paper process. Christine also notes that a concern has been



Minutes: January 25, 2023 (12:30-1:45)

The Academic Staff Assembly is an elected body that represents UW-Whitewater instructional and non-instructional academic staff. The Assembly has primary responsibility for formulation and review of relevant policies and procedures and shall be represented in the development of all policies and procedures concerning academic staff members, including academic staff personnel matters.

raised about the fact that part-time instructional academic staff are not receiving performance evaluations consistently, which is a required piece in order to be eligible for promotion.

Brian asked about the source of the funds for the pay raises in the promotions process, and Christine noted that the funds will come from the Provost's office. However, Christine will follow up on whether that will be consistent going forward. Brian asks about whether there has been a response on the resolution on the pay plan. Christine notes that the chancellor could not pass the resolution as he sees it as being in conflict with the current system policy. In a recent meeting with the Interim Chancellor, Christine has raised the issue of global and consistent evaluations from supervisors.

University Committee Reports

University Technology Committee: Patty Fragola submitted a report noting that new programs/services will be adding MFA through Duo Mobile beginning March 1. (Concur/Fox World Travel, Google Drive and Apps, Library applications, LinkedIn Learning, and Qualtrics). Any Mac not yet upgraded to Monterey will need to be done soon before the change becomes mandatory (https://uww.service-now.com/kb?id=kb_article_view&sysparm_article=KB0011857)

Conversation followed about the level of difficulties being experienced by the number of times and ways authentication is required. The issue of students who were briefly employees being required to MFA indefinitely was also raised. Abbie asked whether UTC is considering bringing more of these apps in under Single Sign On.

Other Business

Becky Jones noted that she was able to see a guide that Jim Disrude has put together on the proposed replacements for Winther and Heide, highlighting the health and safety concerns and the amount of money being spent to keep the building inhabitable. Christine notes that she asked Jim to attend the next meeting.

Huckleberry notes that the Math Department has 11 academic staff, and many have their first degree in education, and a second degree in math. Huckleberry raised the issue that their instructional abilities are rated by faculty whose degrees are almost completely in math, rather than in education, and that it would be helpful if those who rate them had a background in teaching. Huckleberry wrote a resolution and it was approved by the department to have the academic staff observe and rate one another's instructional ability. Brian noted that the theater academic staff had very similar questions. Mike notes in the chat that COIS has had similar discussions, especially around the developmental courses. Brenda asks whether Huckleberry could share results and a pilot description later on this semester for other departments to discuss, and Huckleberry agrees. Brenda asks whether this would impact the promotions process, and Jessica Walz notes that this is going to be a part of a larger discussion around the consistency and availability of evaluations and as a part of reflections.

Brenda noted that chancellor responses to resolutions are in the process of being added to the web site for public availability.



Minutes: January 25, 2023 (12:30-1:45)

The Academic Staff Assembly is an elected body that represents UW-Whitewater instructional and non-instructional academic staff. The Assembly has primary responsibility for formulation and review of relevant policies and procedures and shall be represented in the development of all policies and procedures concerning academic staff members, including academic staff personnel matters.

Christine noted that March 8 meeting will potentially be held at Rock County campus, and more information will be followed. Brenda noted that meeting rooms will move slightly on 2/22, 3/8 and 3/22 (if in Whitewater), and that updates will be added to the website and Outlook appointments, as well as noted ahead of each meeting when outside the normal room.

Becky Jones notes that information will be coming out soon about the split of the Department of Languages and Literature.

Meeting adjourned at 1:24 p.m.