

**Final 2009-2010
Academic Staff Assemblyⁱ
12 May 2010 Agenda**

**12:00 – 12:30 p.m.
University Center 266**

- 1. *Higher Education Opportunity Act Textbook Provisions Presentation by Dr. Barbara Monfils***
- 2. *Approval of 7 April 2010 and 21 April 2010 Minutes***
- 3. Academic Staff Committee Reports**
 - a. Awards [Miolo]
 - b. Economic Issues [Ehlen]
 - c. Elections/Balloting [Clokey]
 - d. Government [Fragola]
 - e. Organization [Miolo]
 1. Standardizing Timeline/Deadlines
 - f. Professional Development [Ehlen]
 - g. Instructional Promotions [Farmer]
 - h. Review [Ogunsola]
 - i. Title Appeals [Ehlen]
 - j. Titling [Naff]
 - k. Rewards and Recognition [Flanagan]
- 4. 2009-2010 Academic Staff Professional Development Seminars**
- 5. Updates/Announcements**
 - a. *Council of Academic Staff Representatives [Miolo/Ehlen]*
 - b. *Affirmative Action/EEO/Diversity Committee Meeting [Ehlen]*
 - c. Strategic Planning and Budget Committee [Ehlen]
- 6. Other Business**
 - a. Collective Bargaining [Clokey/Ehlen]
 - b. Unit Clarification [Clokey/Ehlen]
 - c. *Whitewater Faculty Association Newsletter [Ehlen]*
 - d. Appreciation Resolution for Christine Clements [Ehlen]
 - e. Performance Reviews [Ehlen]
 - f. Miscellaneous/Round Robin [Assembly Staff]

ⁱ *Italicized items include attachments for review/discussion.*

UNIVERSITY OF WISCONSIN SYSTEM
PROPOSED POLICY FOR MAKING TEXTBOOKS MORE AFFORDABLEⁱ

I. Background

In an effort to alleviate the burden placed on students by the rising costs of textbooks, the University of Wisconsin System has undertaken a number of activities designed to keep textbooks affordable. Some institutions within the System have encouraged their faculty to adopt textbooks early to enable students to purchase books from competitively priced sources, while others have established textbook rental programs. To date, seven UW institutions, including the UW Colleges, have textbook rental programs: UW-Eau Claire; UW-La Crosse; UW-Platteville; UW-River Falls; UW-Stevens Point; UW-Stout; UW-Whitewater; UW-Barron County; and UW-Richland. Pilot textbook rental programs have been established at UW-Marshfield/Wood County and UW-Sheboygan. Despite these efforts, the unabated rising cost of textbooks continues to be a major concern for the University of Wisconsin System. In order to maintain access and affordability for UW System students while ensuring the quality of the educational experience, this concern needs to be addressed.

In May 2009 the Board of Regents (BOR) of the University of Wisconsin System approved a set of interim guidelines intended to bring some relief to students regarding the rising cost of textbooks. In approving the interim guidelines, the BOR instructed the University of Wisconsin System Administration to develop a policy aimed at making textbooks more affordable to students. This proposed policy is in keeping with the BOR's instruction, and takes into consideration several factors including: 1) the UW System governance structure; 2) the primary role or responsibility of the faculty and instructional academic staff in selecting textbooks as an integral element in curriculum development; and 3) market forces that involve bookstores and textbook publishers.

II. Federal Requirement

In addition to the urgency felt by UW System institutions and their students to alleviate the burden placed on students by textbook costs, the Federal Government is also taking action. By July 2010, all institutions within the University of Wisconsin System will need to comply with Section 133 of the 2008 Higher Education Opportunity Act which, among its provisions, requires that *“to the maximum extent practicable, each institution of higher education receiving Federal financial assistance shall:*

1. *Disclose on the institution's Internet course schedule and in the manner of the institution's choosing, the International Standard Book Number (ISBN) and retail price information of required and recommended college textbooks and supplemental materials for each course listed on the institution's course schedule used for preregistration and registration purposes.*
2. *If the ISBN number is not available for such college textbook or supplemental material, then the institution shall include in the Internet course schedule the author,*

title, publisher and copyright date for such college textbook or supplemental material. If the institution determines the disclosure of the information required above is not practicable for a college textbook or supplemental material, then the institution shall so indicate by placing the designation "To Be Determined" in lieu of the information required."

III. Policy

- A. All institutions within the University of Wisconsin System shall develop and implement schedules for the early adoption of textbooks (requiring purchase) to allow students time to order textbooks from competitively priced sources. It is expected that all institutions will achieve this goal by the end of 12 months from the effective date of this policy.
- B. Each bookstore owned by a UW institution shall provide faculty and instructional academic staff who are placing book orders with current information about the retail price of selected course materials. A bookstore not owned by a UW institution, but granted a contract to operate on a campus prior to the development of this policy, shall, to the extent possible, also provide faculty and instructional academic staff who are placing book orders for purchase with current information about the retail price of selected course materials.
- C. To enhance the viability of used textbooks as an option for lowering the costs of textbooks to students, to the extent feasible and appropriate, faculty and instructional academic staff teaching the same course for multiple semesters are encouraged to use the same textbooks and course materials for multiple semesters.
- D. Whenever appropriate within the goals of the course, faculty and instructional academic staff are encouraged to order new editions of textbooks only if older editions are not of comparable educational content or are no longer available through normal distribution channels. In such cases, instructors are encouraged to list information pertinent to previous editions which are acceptable for use.
- E. When available, and economically advantageous to students, faculty and instructional academic staff shall request unbundled versions of textbook and course materials.
- F. To the extent possible, if bundled materials are assigned, bookstores owned by UW institutions shall make available both bundled and unbundled versions of the materials for purchase. In situations where bundled materials are assigned, institutions and bookstores should clarify whether students can purchase either the bundled package or all required portions of the bundle individually.
- G. When appropriate and available for purchase, faculty and instructional academic staff shall encourage students to purchase electronic versions or other alternative formats of textbooks.

- H. All UW institutions shall continue to look for creative ways to lessen the financial hardship of college textbook purchases, such as: targeted scholarship and financial aid funds, exploration of economically viable textbook rental programs for selected courses, consideration of placing selected course materials on reserve in campus libraries, using information in the public domain (custom publishing), and encouraging student-managed initiatives such as textbook swaps.

ⁱ This policy was developed using UW System BOR-approved Guidelines for making textbooks more affordable. The BOR-approved Guidelines were developed using input from UW Faculty and Academic Staff Representatives, UW Provosts, UW Chief Business Officers, Section 133 of the HEOA of 2008, and the University System of Maryland Textbook Policy of 2009.

**Academic Staff Assembly
7 April 2010 Minutes**

**12:00 – 1:30 p.m.
University Center 264**

PRESENT: Freda Briscoe, George Clokey, Denise Ehlen [Chair], Nancy Farmer, Mike Flanagan, Patricia Fragola, Nadine Kriska, Kyle Naff, Giuliana Miolo [Vice Chair], Elizabeth Ogunsola, Kim Simes, and Gene Toboyek

ABSENT: Curt Weber

- 1. Approval of 3 March 2010 and 17 March 2010 Minutes:** Miolo/Naff moved to approve the minutes. The Assembly discussed/reviewed minutes. Approved by unanimous vote.
- 2. Academic Staff Committee Reports**
 - a. Awards [Miolo]: No updates
 - b. Economic Issues [Ehlen]: No updates
 - c. Elections/Balloting [Clokey]: Ehlen/Simes moved to approve the revised elections timeline. Approved by unanimous vote. Clokey/Simes moved to approve the election of Miolo to Vice Chair and Ehlen to Chair of the Assembly. Approved by unanimous vote.
 - d. Government [Fragola]: No report
 - e. Organization [Miolo]: Miolo will begin to standardizing the timeline/deadlines and send to the Assembly for ratification.
 - f. Professional Development [Ehlen]: Ehlen reported that three applications were received in April and the Committee will meet in the upcoming weeks to review the applications.
 - g. Instructional Promotions [Farmer]: Farmer announced that the Chancellor approved all promotions. Additionally, Ehlen or Farmer will send out the revised timeline to the Assembly for ratification.
 - h. Review [Ogunsola]: No updates
 - i. Title Appeals [Ehlen]: No updates
 - j. Titling [Naff]: Naff reported that two titling meetings will be held the week of 12 April 2010.
 - k. Rewards and Recognition [Flanagan]: Flanagan reported that the Committee met on 31 March 2010 and recommended Nelia Olivencia for the award. Ehlen/Simes moved to approve the recommendation. Approved by unanimous vote.
- 3. 2009-2010 Academic Staff Professional Development Seminars:** Ehlen announced that next seminar session will be Wednesday 14 April 2010 at 12:00 pm in UC 262 with Dr. Christine Clements.

4. Updates/Announcements

- a. Council of Academic Staff Representatives [Miolo/Ehlen]: Miolo reviewed highlights from the meeting.

5. Other Business

- a. Collective Bargaining/Unit Clarification [Clokey/Ehlen]: Ehlen deferred discussion until the next meeting.
- b. Retirement Resolutions [Ehlen]: Simes/Naff move to approve the retirement resolutions of Kirby Bock and Leslie Meyer contingent upon one grammar modification in Leslie Meyer's resolution.
- c. Performance Reviews [Ehlen]: Ehlen briefly discussed the performance review process from the handbook. A more in depth discussion will be held at an upcoming meeting.
- d. Governance Office Relocation [Ehlen]: Ehlen announced that Vice Chancellor Marnocha has plans for relocation of the Governance Office. More details will be provided in the upcoming weeks.
- e. Support for Academic Staff [Ehlen]: Ehlen reviewed the document with the Assembly.
- f. Academic Staff Job Security [Ehlen]: Ehlen reviewed the document with the Assembly.

Consensus to adjourn at 1:30 p.m.

Respectfully submitted,
Casey Lemmon

**Academic Staff Assembly
21 April 2010 Minutes**

**12:00 – 1:30 p.m.
University Center 264**

PRESENT: Denise Ehlen [Chair], Nancy Farmer, Mike Flanagan, Patricia Fragola, Nadine Kriska, Kyle Naff, Giuliana Miolo [Vice Chair], Kim Simes, Gene Toboyek, and Curt Weber

ABSENT: Freda Briscoe, George Clokey, and Elizabeth Ogunsola

1. **Approval of 7 April 2010 Minutes:** Simes/Toboyek moved to approve the minutes contingent upon the addition of Assembly members who were present and absent. The Assembly discussed/reviewed minutes. Approved by unanimous vote.
2. **Academic Staff Committee Reports**
 - a. Awards [Miolo]: No updates
 - b. Economic Issues [Ehlen]: No updates
 - c. Elections/Balloting [Ehlen for Clokey]: Ehlen reported that Lemmon will send a reminder to all academic staff informing them that voting ends on Monday 26 April 2010.
 - d. Government [Fragola]: No updates
 - e. Organization [Miolo]: No updates
 - f. Professional Development [Ehlen]: Ehlen announced that the Committee will convene in the upcoming weeks to make recommendations.
 - g. Instructional Promotions [Farmer]: Farmer announced that the new timeline was ratified. Ehlen and Lemmon will work on updating the application.
 - h. Review [Ogunsola]: Defer until the next meeting.
 - i. Title Appeals [Ehlen]: No updates
 - j. Titling [Naff]: Naff reported that the Committee reviewed four titling requests the week of 12 April 2010.
 - k. Rewards and Recognition [Flanagan]: Flanagan reported that there were no applications received for the 13 April 2010 deadline.
3. **2009-2010 Academic Staff Professional Development Seminars:** Ehlen announced that the last session has been changed from Wednesday 12 May 2010 at 12:00 pm in UC 262 to Monday 10 May 2010 at 12:00 pm in UC 261. This change is to accommodate the rescheduled Assembly meeting. The Assembly also discussed themes and topics for next year's sessions. Ehlen and Lemmon will begin working on logistics for next year.

4. Updates/Announcements

- a. Strategic Planning and Budget Committee [Ehlen]: Ehlen reviewed highlights from the Tuesday 20 April 2010 meeting.
- b. Diversity Leadership Committee [Ehlen]: Ehlen announced that the Diversity Leadership Forum will be held on Tuesday 4 May 2010 in the UC.

5. Other Business

- a. Collective Bargaining/Unit Clarification [Clokey/Ehlen]: Defer until the next meeting.
- b. Retirement Resolutions [Ehlen]: Simes/Miolo moved to approve the resolutions. Approved by unanimous vote.
- c. Performance Reviews [Ehlen]: Ehlen reviewed the performance review section of the handbook. The Assembly had an extensive discussion and was asked to think about any changes they may want to make.
- d. LGBT Taskforce Meeting [Ehlen]: Ehlen reviewed highlights from the meeting.

Consensus to adjourn at 1:30 p.m.

Respectfully submitted,
Casey Lemmon

Affirmative Action/EEO/Diversity Committee Meeting Minutes
University of Wisconsin-Whitewater
Thursday April 1, 2010

Present: Elizabeth Ogunsola, Eric Barber, Paul Adogamhe, Luis Benevoglianti, Brianne Coffey, Becky Hogan, Chris Hollar, Stephen Jansen, Edric Johnson, Martha Stephenson, Tiffany Tardy, Connie Wiersma (representing Elizabeth Watson).

Absent: Freda Briscoe, Tracy Chynoweth, Graciela Colin-Dealca, Dakota Cox, Samuel Gilbert, Nomsa Gwalla-Ogisi, Mary Beth Mackin, Kelli Wilbourn, and Tou Chen Xiong.

- I. 2008-2009 UWW-Workforce Data
 - a. Tool and baseline data for discussion & planning on how to increase diversity in each department & unit
 1. Handout of data provided
 2. The information will be presented to the Chancellor on Monday
 3. Our percentage of minorities is quite low
 4. The number of minority applicants is up, but not so much with new hires
 5. This needs to be changed, but how?
- II. Student enrollment – fall 2009
 - a. Handout of data provided
- III. Discussion on what strategies are needed to increase a pool of multicultural faculty/staff prospects at UWW
 - a. Look for qualified candidates, but consider that they may meet the qualifications in a different way
 - b. Look for candidates in more diverse publications/venues
 - c. Look to McNair scholar program, whose purpose it is to prepare students to teach
 - d. Sell Whitewater attributes: medical benefits, community, etc.
 - e. Get support from students to increase faculty/staff pay
 - f. Some departments have archaic search and screen processes that need to be overcome
- IV. English and Spanish handouts/posters provided for Cinco de Mayo celebration
- V. Adjourned 10:55 am

In affiliation with UWW chapter of TAUWP, AFT – WI

FREQUENTLY ASKED QUESTIONS

What are the benefits of union?

- *A better university for faculty/academic staff and students.* We will advocate for academic policies and campus-wide resources to improve the college experience for our students and to support our careers as scholars and teachers.
- *More effective shared governance.* Administration is legally required to meet with, negotiate with, and respond to issues raised by a recognized union.
- *A healthy work-life balance.* We will advocate for conditions that respect our commitment as teacher-scholars and our commitments to family and community.
- *Examples of union achievements at other universities* – Workload reduction with furlough pay reductions, no reduction of pay during the current fiscal crises, increased resources for academic programs, increased support for student retention & graduation, increased support for professional development & research/scholarly activities, reduced &/or flexible teaching load, protection of intellectual property, job security for academic staff

How much will union “cost”?

Unionized faculty nationwide pay, on average, 1% - 1.3% of annual salary in dues.

- 1% of \$60,000 = \$600.

Is this a lot of money or a little? Is it “worth it? Consider this - -

- UW faculty/academic staff were the only state workers without union protection when the last state budget was passed AND without a union contract to protect us, we were the only state workers who suffered a permanent 2% salary reduction. If we had been able to pay 1% (dues) to save 2% (salary cut) we would be permanently ahead, rather than permanently behind. [Note: the 3% furlough pay cut is in addition to this permanent salary reduction]

Do I have to join the union?

No. Unions are voluntary organizations according to WI state law.

However, WI law does include a *fair share* option.

Under the fair share option every member of the bargaining unit—union and non-union members alike—would vote on whether or not employees who do not join the union will pay their “fair share” for the protections and benefits of the collective bargaining agreement. Fair share fees are based on a certified audit of the union, and may be determined as a fixed amount, or as a proportional share of the union dues.

How does a union actually get formed?

- Face-to-face conversations between UWW faculty/academic staff to educate colleagues and build majority support for union. Goal: at least 70% pro-union support.
- When the Whitewater Faculty Association’s organizing group reaches our goal of super-majority union support we will ask faculty to sign cards requesting a union election.
- The Wisconsin Employee Relations Commission will conduct the election on campus.
- If a majority of those voting vote YES, then the state will certify the union as the legal representative of the faculty for purposes of collective bargaining.
- **VOLUNTEERS NEEDED:** if you want it, we need you to help make it happen. We have lots of options calling for tiny to larger time commitments.

What can I do to learn more or get involved?

- **JOIN US FOR CASUAL CONVERSATION & INFORMATION –**
 - **TUESDAY LUNCH GET-TOGETHERS**, UC Ike Schaffer dining area , noon – 1:00
 - **END OF YEAR SOCIAL**. Whitewater, Thurs., May 6, 5:00-7:00

JOIN WHITEWATER FACULTY ASSOCIATION Let Your Voice Be Heard - Make a Difference - Spread the Word

For more information, Richard Brooks, Tony Gulig, James Hartwick, Crista Lebens, Nikki Mandell, Ellie Schemenauer, Lauren Smith