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**2016-2017 ACADEMIC STAFF ASSEMBLY  
MINUTES  
12:00PM - 1:30PM ON OCTOBER 26, 2016, UC-264**

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**PRESENT:** Tracy Arneson-Baker, Sara Deschner, Mike Flanagan, Patty Fragola, Nadine Kriska, Huckleberry Rahr, Carmen Rivers, Terry Tumbarello, JP Villavicencio, Annie Weberpal, Abbie Windsor

**GUESTS:** Artanya Wesley

**ABSENT:** Valerie Vargas

**EXCUSED:** Curt Weber, Deb Bowen

**1. Urgent/Priority Business**

- a. **Review of October 5, 2016 Minutes:** The minutes of October 5, 2016 were unanimously approved on a motion from Kriska (Tumbarello, second).
- b. **Guest Speaker - Artanya Wesley:** Fragola welcomed Dean of Students Artanya Wesley, asked for an overview of her role at the university and how Academic Staff Assembly can support her in that role. Dean Wesley discussed Care Team case management, handling academic and behavioral misconduct, sexual assault reporting, and managing medical withdrawals. She is student-centered and allows students to tell their stories, engages with them to have authentic conversations. This first year, she is listening and learning, understanding the students' needs, learning the campus needs and cultures, and being responsive to them. She is also making sure that her staff, Conduct Manager Timothy Frederickson, and Care Team Case Manager Andrew Browning, keep in mind the students' best interests. Academic staff can help support students by keeping her apprised of concerning or disruptive behavior, and absences that take students away from campus for more than a day (surgeries, death in the family). Being notified of these events gives the DOS a more complete picture of the student's experience and can help them reach out to provide assistance. Faculty and staff are interacting with the students every day, and she needs their input to help build those relationships.
- c. **Strategic Plan Feedback:** Fragola reported the Strategic Planning Committee is meeting on Friday and would like feedback on the proposed plan. The plan is a work in progress and the next phase will include filling in action items and key performance indicators. The Assembly provided the following feedback, and will continue to do so through the next phase of the plan:
  - Only one of the goals relates specifically to academics. How do the other goals fit together?
  - How do we accommodate the increase in student recruitment and how is "success" defined for different groups of students? Where are we going to house more students?
  - How do we implement fostering a greater sense of belonging?
  - Some of the goals, like deepening partnerships and relationships, are aligned with those of the colleges.
  - What are the measurable goals?
  - Every place in the document where it references a strength it starts with "faculty", and every place where it references a need for improvement, it starts with "students". This needs to be consistent, or purposeful in the word order. If it is purposeful, there needs to be a discussion about it.
- d. **UWW Sexual Harassment and Assault Policy Feedback:** The UW-Whitewater Sexual Violence and Sexual Harassment Committee is meeting again in early November and would like feedback on the September 23, 2016 policy. Fragola reported that the new policy is not markedly different than the one previously distributed; send her an email with any feedback. The Assembly had the following comments:

- There are concerns with consistency.
- How will the policy get rolled out? Students currently have online training through D2L, but the online training is not the best way to get the message out.
- Staff who need greater awareness of sexual harassment and sexual violence issues are those that work in the dorms and cafeterias, areas where the students are not in a controlled classroom environment.

## 2. Chair's Report

- a. University Technology Committee –
  - Fragola reported that there is a new widget in D2L. The most frequently clicked-on items are student-based services: math tutoring, supplemental instruction, University Library, and tutorial services.
  - There are lectures online about hands-on learning. (Sara Deschner is featured in one of them.)
  - Windows 10 will soon be available to staff.
  - The recommended life cycle for PCs is generally 5 years, and less for Macs. There is a procedure in place for cycling them out.
- b. Strategic Planning and Budget Committee – The committee met and is reviewing values and mission statements
- c. Paige Reed – Fragola suggested Paige Reed as a guest speaker. She is the Compliance Officer and conducts training on Sexual Violence and Harassment. Reed's presentation reinforces that all university faculty and staff are mandated reporters; even if a student alludes to a long-past incident of abuse or neglect in a writing assignment, faculty/staff are still obligated to report it. Tumbarello added that some of Reed's role is still being defined; she is here to ensure we are in compliance with all policies and regulations, especially in some of the more obscure areas. She is not here to be the campus attorney or a risk manager. Fragola added that she also has some overlap with Human Resources and Diversity regarding personnel rules. Fragola will invite Reed to a spring meeting.
- d. Strategic Planning Committee – The draft of the proposed strategic plan was discussed earlier in the meeting. Please see above.

## 3. Vice-Chair's Report: Curt Weber is attending the Academic Staff Representative Council meetings in Madison this fall and provided notes from the October meeting.

- The Regents Teaching Award has consistently been awarded to faculty instead of instructional academic staff. The ASRC will be proposing a teaching award for instructional academic staff.
- UW-Madison Academic Staff is drafting a resolution about shared governance and reinforcing the commitment to the Wisconsin Idea.
- There is a call to return to Chapter 36.
- For the biennial budget, raises of 1% will be discussed in December.
- The report from the consultant on consolidating titles is due early next year. Fragola clarified that it is more about modernizing titles than deleting titles. They are removing really old titles, but not actively assigned titles.

## 4. Academic Staff Committee Reports

- a. Fragola reported the Titling Committee met on Tuesday, October 25, and all titling requests were approved.
- b. Villavicencio reported the Website group met and developed a few suggestions to make the Academic Staff Assembly website more intuitive. They were inspired by the Faculty Senate site. The group will have a report and recommendations for next steps at the next meeting. Villavicencio inquired if the Website group should have access to the site and make changes.

Fragola asked that they draft what they want on the site, and then bring it to the Assembly for approval.

**5. Emeriti Resolutions:** Fragola has three retirement resolutions that she will submit after consultation with Judi Trampf regarding who is authorized to confirm retirement.

**6. Updates/Announcements/Other Business**

- Anyone who is getting a raise should have been notified. Fragola will ask for numbers from the Budget Office. Academic deans received the list and the information will likely trickle down.
- The discretionary retention fund distribution has been delayed.
- Tumbarello asked if staff transitioning from being salaried to being paid hourly can still be academic staff. Fragola will address Judi Trampf and/or Paige Reed to get a definitive answer.