



Minutes: October 27, 2021 (12:30-1:45)

Present: Cody Busch, Susan Chandler, Nina Denis, Ciera Edwards, Patricia Fragola, Michael Gorman, Christine Hoover, Brenda Johansen, Rick Pues, Huckleberry Rahr, David Reinhart, Terry Tumbarello, JP Villavicencio, Jessica Walz, Abbie Windsor

Excused: Jessica Berge, Becky Jones

Priority Business	<ul style="list-style-type: none"> • Meeting called to order at 12:31 p.m. • Review/Approval of October 13, 2021 Minutes- Motion Huckleberry Rahr, Second Rick Pues. No discussion, passed unanimously.
NCBI Presentation	<ul style="list-style-type: none"> • Julie Minikel-Lacocque presented on NCBI • Intense interpersonal workshops • Hoping that all students and staff will go through at least once- full day and half day available • Visit NCBI at UW-Whitewater web site to find workshop offerings- https://www.uww.edu/ncbi • “We’re doing a lot of work on campus, but we have a long way to go to ensure that every person on campus feels welcome and at home- this is true for all institutions.”
New Business	<ul style="list-style-type: none"> • Sue Chandler- Promotions process update • Updated promotions documents have been created through intensive committee work. Huge thank you to all committee members! Discussion and review by membership of the proposed documents and the revised
Chair’s Report	<ul style="list-style-type: none"> • Strategic Enrollment Planning update: I have been placed on the workgroup to examine the feasibility of bringing back Learning Communities for the Fall of 2023. Also on a second work-group examining scholarship opportunities for students. • Update on the Shared Governance System meeting: <ul style="list-style-type: none"> ○ Mostly spent on TTC ○ Hoping to have a November meeting ○ Notification to all academic and university staff with their new titles is supposed to happen on November 7 ○ Salary ranges are supposed to be available on November 1. • Purple Book Meeting: We are meeting with the Provost on October 29. • Interim President Governor Thompson visit has been changed today to today, at 5:15 pm outside of the UC. Purpose is to celebrate our vaccination efforts. • COVID Updates: Students at 75% employees 91% • Chancellor Henderson will be joining us on Feb. 9 • Becky Mueller has agreed to serve on ELARC which stands for Essential Learning & Assessment Review Committee. • T:shared discussion/decision: <ul style="list-style-type: none"> ○ We give everyone on ASA “read only” access.



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	<ul style="list-style-type: none"> ○ The three of us and the Committee chairs get full access. I know there are a couple committee chairs that are not on ASA currently, but if we can't trust them with the T Drive not sure they should be committee chairs. Just seems cleaner than giving access to the Liaisons but not chairs. ● I have a meeting set up in early November with Elena Pokot from ICIT to discuss the email address equity issue. ● Dean Fox Resolution response: <ul style="list-style-type: none"> ○ You made my day - thank you for sharing this and please thank the assembly for their support. As you know, my higher ed career started out as an Academic Staff member - I know how hard AS work and I know that without them the work of the university couldn't get done. ● Need a representative for Chancellor's Committee on Veteran and Service-member issues. ● I did a brief presentation and the Q&A with the department chairs yesterday and then at Faculty Senate ● Please don't forget to come visit me on Monday's from 4-5 pm if you have any questions, concerns or ideas.
Vice-Chair's Report	<ul style="list-style-type: none"> ● Committee reports (template for annual report per by-laws) ● Annual committee reports to be submitted by June 1- report template created and will be made available to committee chairs and on our web site- also includes a transition section to make sure that the work can be smoothly continued by each group from one year to the next
Communications Director's Report	(none)
Faculty Senate Liaison's Report	(none)
Old Business	<ul style="list-style-type: none"> ● Personnel Rules Update- Patty Fragola - The Personnel Rules working group met on Wed 10/20. Group members briefly discussed the current working draft of the rules and reviewed the background of the project. The next meeting is scheduled for Tues 11/30 which will be a deep-dive review of comments, suggestions, questions and revisions. The intervening time will be spent generating that feedback. ● Academic Staff onboarding- Rick Pues- We currently have two kinds of stakeholders- all academic staff as well as specifically instructional academic staff. We can leverage some of the welcome week activities, but we do not want to wait until fall – there are things we can do to improve the onboarding process for all academic staff prior to this fall. Hoping to get a better idea of needs from the current cohort of new hires. Working to send out a survey to gather things that could have been improved from the current onboarding process.



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Actionable Items:	No new items
Academic Staff Committee Reports	<ul style="list-style-type: none"> • Awards- Annie LaValley reports that the committee is finalizing recommendations to Provost for changes to criteria, including removal of gendered language and expansion for instructional staff to emphasize classroom performance. • Elections & Balloting- no report • Outreach- Christine Hoover - ASA Fall Social- 11/3/21, 4:30-6, Second Salem (between the bar and the formal dining area)- The fun will be free! (Plan to pay for your drinks or snacks) Note that COBE members can move smoothly from their college meeting to this. • Professional Development- no report • Promotions- see new business • Review- no report • Title Appeals- no report • Titling (Tumbarello/Fragola)- Terry Tumbarello: last meeting 10/26, focused around finalizing appeal process, which can start 11/22 and go until 12/31- this is only an appeal of your TTC title, no business titles or salary appeals. • Ad Hoc: By-Laws- Christine Hoover: working to narrow focus areas, plan to create a timeline to share with ASA at the next meeting in order to chunk out changes and discussions by prioritizing • Ad-Hoc: Upward Evaluations workgroup- Brenda Johansen – representatives from all employee governance groups continue to work with Human Resources to create a collaborative framework for feedback to be provided by employees about their supervisors.
Other Business	<ul style="list-style-type: none"> • Open Floor
Meeting Adjournment	Meeting adjourned at 1:41 p.m.