Minutes: January 26, 2022 (12:30-1:45)

Present	Jessica Berge, 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	Becky Jones
Priority Business	• Meeting called to order at 12:31 p.m. • Review/Approval of December 15, 2021 Minutes- Motion- Rick Pues, Second- Mike Gorman. No discussion, passed unanimously. • Review/Approval of January 12, 2022 Minutes – Motion- Patty Fragola, Second- Mike Gorman. Amendment to clarify sentence in Vice Chair's report accepted. No discussion, passed unanimously.
Chair's Report	• **Pay Plan update:** Terry believes that once trainings are completed, staff will be eligible for the pay plan increase in the following pay period, but there is a cabinet meeting this afternoon and this will be discussed at the UWW level at that time. • **TTC Title Appeals**: So far, 4 academic staff appeals to their TTC titles have been initiated. Two were informally resolved between employee and supervisor, and two others were handled at the level of the supervisor's supervisor. None have escalated to the level of the titling committee appeals process. Deadline to initiate an appeal coming up in February. • **ASA System Chairs meeting:** Discussion about communication from system to the ASA Chairs group, including a lack of timely response regarding a TTC issue. The group is planning to draft a request for minimum standards to keep group informed and respond to communications/requests. • **Promotions for Rock Campus IAS**- First meeting was held, barriers have been identified, and the solutions brainstorming process has begun. This brought discussion to all instructional staff promotions and the information about levels. TTC process does not recognize levels 1 through 4, nor do they recognize the levels of "Senior" or other descriptors noting longevity. Many campuses have committed to recognizing those in the business title, and have an opportunity for that to be reflected in compensation. Currently the Rock campus does not have the same opportunities. Is there merit having both the numerical and descriptive levels? Or should there just be one level of promotion- either the numerical or the descriptive? Currently, the numerical levels are run through the ASA Promotions process and HR. The descriptive titles are run through the Provost's office. Is there merit in combining them and running them through one source? Sue notes that this is often confusing to staff, who may not always know how to apply for which type of promotion through what process, and that the Promotions Committee's recommendation has been to attempt to consolidate this into something that is equitable and streamlined and specifically inclusive of Rock campus staff. Huckleberry notes that looking at the process appears daunting, even after serving on the committee, and that publicly available

	information is unclear and seems to link to outside sources that may or may not be applicable. Some departments simply judge seniority by years and classes taught. Mike notes in chat that retitling in most UW's was almost always an ad hoc system run at the department level. Patty notes that Hayes Hill did have levels previously, and also notes that in promotions, level 4 has some different criteria to be a senior lecturer and that preserving the terminal degree piece in the process could be an important distinction. The criteria between the two types of promotion do not line up neatly and this would need to be discussed in detail and a compromise reached across all stakeholders. Terry notes that his hope is for the entire process to flow together. Jessica W. notes that there is generally a lack of transparency- at least with the ASA promotions process there is more transparency there- a big improvement from the Provost process would be to increase the overall transparency in the process. Mike notes that when Rock reviewed system as a whole, there was almost no clarity in any of the university around how retitling works, and so they asked for a governance body to give them a process that would work so that they could follow the process. Reminder that once this process is reviewed, Terry's hope is to prompt the review of the academic staff promotions process for those without instructional status.

Vice Chair's Report	• University Program Array Review Committee (UPARC) Update
	  ○ Committee met 1.12.2022
	  ○ G/CPARCs (colleges) were to submit final reports to UPARC by Jan 21st
	  ○ UPARC will now begin reviewing reports and drafting Academic Plan
	  ○ UPARC will engage with shared governance in March

Communications Director's Report	• No report
Faculty Senate Liaison's Report	• Sue notes that there was recently a huge deactivation of courses at the Rock County Campus, and explains that this was because, at the time of the merge, every course offered at every 2-year campus was merged • Supervisor evaluations were discussed, and a recommendation to make sure that campus-wide leadership groups were also given a chance to provide feedback was accepted. • A working group will be formed on course evaluations, and Faculty Senate hopes that ASA will also have representation there. • Chancellor noted that the current budget status is as expected at this point in the year. • Questions about the current testing protocols for COVID were raised.
Actionable Items:	• **By-Laws Committee Proposal: Chapter I - Article III – Membership:** Brenda Johansen made a motion and Sue Chandler seconded to accepted the By-Laws Committee's proposed updates to Chapter I, Article III, Membership Section. Discussion followed and Brenda Johansen proposed an amendment to Section A iii and the addition of Section A iv. The amendment was

	accepted. Motion passes as amended with unanimous approval from all members present. (See **Appendix A** for amended update as passed) • **Learning Communities Resolution:** David Reinhart moves and Huckleberry Rahr seconds a motion to pass the Shared Governance Learning Communities Resolution. Discussion followed, with Terry confirming that WSG unanimously passed the resolution. General discussion points included that learning communities are missed, the report is very thorough and lays out a very clear financial and general picture of the positive outcomes of learning communities, and that prospective students and families often ask about them. Motion passes with unanimous approval from all members present. (See **Appendix B** for resolution as passed)
Academic Staff Committee Reports	• Awards – no report • Elections – no report • Promotions – Sue reports that all applicants are in and the committee has met to review the contents, and is working through all of it's information. Hardly any issues with uploading or receiving supporting documentation. The committee will do a final review on 2/11, and will bring it to ASA on 2/26. • Outreach (including Onboarding) – Christine reports that the committee is planning to meet soon to reschedule spring social. • Titling - no report • Title appeals – See Chair's Report • Ad Hoc: By-Laws – no further report • Ad Hoc: Personnel Rules – Patty reports that there was some additional discussion needed, so the presentation of Personnel Rules has been delayed, but will come soon.
Other Business	• Terry notes that the next meeting will include a visit from Interim Chancellor Henderson, so be prepared to welcome him. • Meeting adjourned at 1:42 p.m.

By-laws Proposal – Chapter I – Article III - Membership (Proposed 1/26/2022)

Current By-laws (ratified 12/15/2021)

Chapter I - ARTICLE III - MEMBERSHIP

Section 1 - Academic Staff Assembly Members

The Academic Staff Assembly shall have a total of sixteen (16) elected members. One member is elected as Vice Chair of the assembly. Of the fifteen (15) remaining members, at least six (6) will be instructional academic staff and six (6) will be non-instructional academic staff. There can be no more than seven (7) members from either the instructional academic staff or the non-instructional academic staff.

Constituency	Members
Division of Academic Affairs	2
Division of Student Affairs	2
College of Arts & Communication	1
College of Business & Economics	1
College of Education & Professional Studies	1
College of Integrated Studies	1
College of Letters & Sciences	1
School of Graduate Studies	1
At-Large	6
	16

Proposed Version (1/26/2022):

Chapter I - ARTICLE III - MEMBERSHIP

Section 1 - Academic Staff Assembly Members

The Academic Staff Assembly shall have a total of sixteen (16) elected members serving two-year terms, with eight (8) of those seats up for election each spring. Assembly membership should broadly represent the campus community. The Elections Committee is charged with striving to maintain that balance, including equal representation between Academic Staff and Instructional Academic Staff, specific representation of each College, and general representative distribution within the university.

The ASA Elections Committee shall use the process below to fill seats available through the expiration of a two-year term.

A. **Review of Available Seats**
   i. Establish distribution and constituencies of filled seats, defined as representatives completing the first year of their two-year term.
   ii. Work with appropriate administrators to determine the numbers and reporting distribution of Academic Staff and Instructional Academic Staff eligible to vote in ASA elections as of October of the current academic year.
   iii. Make recommendations to designate any available seats as open to specific constituencies, making every effort to ensure a balance between Academic Staff and Instructional Academic Staff that doesn't fall below a ratio of 7:9, and to maintain the balance referenced above.
   iv. Present recommendations to the Academic Staff Assembly for ratification prior to beginning to solicit nominations.

B. **Solicitation of Nominations**
   i. Seek nominations for available seats from among all Academic Staff and Instructional Academic Staff eligible to vote.
   ii. Eligible individuals may nominate themselves or, if nominated by another individual, accept the nomination in order to be included on the ballot.
   iii. Self-nominations or nomination acceptances will include instructional status and a description of reporting areas and appointment percentages, along with any other information deemed necessary by the Elections Committee.
   iv. In the event that specific outreach needs were identified during the Review process, the Elections Committee will use a specific list of qualified staff from the identified area to solicit nominations using outreach method(s) deemed appropriate by the Elections Committee and the Executive Board.

C. **Elections**
   i. Eligible voters will be presented with a slate of all nominees, including their names, instructional status, reporting areas, and constituency area(s) if applicable.
   ii. Anonymous voting will be completed using a ranked choice system including an individual voter option to opt out of voting for any number of specific candidates.
   iii. The Elections Committee will first review the results of each available seat designated to specific constituencies, awarding the available seat to the nominee designated as the winner using an instant runoff vote system.

iv. Once seats designated for specific constituencies have been awarded, the Elections Committee will designate any remaining available seats as "At-Large," and will award them as above.

v. Elections results will be presented to the ASA for ratification in accordance with Chapter I, Article IV of the by-laws.

vi. Once the electoral process is complete, the Elections Committee will update a constituency list, ensuring that all academic staff are assigned at least one specific point of contact within the Assembly.

Current By-laws (ratified 12/15/2021)

(For reference only- no changes proposed to Sections 2-5)

Section 2 - Limit Upon Number of Academic Staff Assembly Members
There shall be no more than two (2) representatives to the Academic Staff Assembly from any one (1) operational unit.

Section 3 - Term of Office
Each member of the Academic Staff Assembly shall be elected to a two-year (2) term of office.

Section 4 - Consecutive Terms
An academic staff member may serve an unlimited number of consecutive terms. A term is defined as twenty-four (24) months beginning with the first Academic Staff Assembly meeting in May following elections. A person/appointed to fill a vacant term may be a candidate in the next scheduled election.

Section 5 - Academic Staff with Split Appointments
An academic staff member holding an appointment in two or more designated areas may only be a candidate for election in the area of the higher percentage. If the academic staff member holds a fifty (50) percent appointment in two areas, the Elections and Balloting Committee, in consultation with the candidate, shall authorize the specific area for elected representation. Once an individual academic staff member with a split appointment has been designated to a specific area by the Elections Committee, that designation may not be changed unless the appointment of the individual is revised committee's membership.

University of Wisconsin Whitewater | Academic Staff Assembly   **ASA.2022.01.26.01**
Proposed 1/26/2022

Resolution to Support Re-establishing Learning Communities

WHEREAS the FSEC identified re-establishing learning communities as a top priority in their 2021-12-14 Resolution on Strategic Enrollment Planning Priorities;

WHEREAS the "Reestablish the Learning Communities Action Plan" was presented to the Faculty Senate on 2022-01-18;

WHEREAS, the WSG Executive Board has prioritized the reintegration of learning communities as a core advocacy outcome on behalf of the Student Body; and,

WHEREAS, the "Reestablish the Learning Communities Action Plan" was presented to Governance Leaders in December of 2021; and,

WHEREAS, the "Reestablish the Learning Communities Action Plan" was presented with Resolution R21-22:10 in Appendix A on 1-24-21; and,

WHEREAS, Academic Staff Assembly identified the re-establishment of the learning community program as one of their 2021-22 goals;

WHEREAS, the UW-Whitewater Strategic Enrollment Plan Committee has identified learning communities as a priority;

WHEREAS, the learning community program has been an established best practice at UW-Whitewater for more than fifteen years and has demonstrated to increase recruitment of under-graduate students and improve retention of first-year students;

WHEREAS, the "Reestablish the Learning Communities Action Plan" was presented to Academic Staff Assembly on January, 25, 2022.

BE IT RESOLVED that the Faculty Senate further emphasizes the importance of re-establishing this important program, hopefully for Fall 2023.

BE IT FURTHER RESOLVED, the WSG recognizes the immense academic & personal benefit to the student offered by learning communities, and formally encourages the UW-Whitewater to prioritize their reintroduction.

BE IT FURTHER RESOLVED, the Academic Staff Assembly recognizes the positive impact and importance the learning community program for the campus community and calls for its re-establishment for the Fall of 2023.

Action Date				
Action	Approved	Rejected	Tabled	Other
Vote Detail	Ayes	Nays	Abstentions	Other