



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

Meeting called to order at 12:30 p.m.

**Present in Person:** Christine Hoover, Mike Gorman, Brenda Johansen, Jessica Walz, David Reinhart, Becky Mueller, Brian Schanen, Terry Tumbarello, Rick Pues, Becky Jones

**Present Virtually:** Jessica Berge, Ciera Edwards, Nicholas French (partial), Huckleberry Rahr, Abbie Windsor

**Absent:** Tatiana Fadeeva, Nicholas French (partial), JP Villavicencio

**Review/Approval of 10/12/22 Minutes:** JP moves and Mike seconds to approve the 10/12/22 minutes as presented. Motion passes by consent, with correction to attendance.

**Chair's Report:** Christine notes that while we do not have any current Emeriti Status Nominations, we anticipate them to begin rolling in by the next meeting.

Christine is still in the process of completing the master tracking list of individuals who have previously been approved by ASA for emeriti status, and will continue working through those. Mike asks if there is a due date, and Christine confirms that there is no due date, especially during this period when ASA is working to catch up and make sure that no one has been missed.

Shared governance fall social is at Second Salem tomorrow (10/27/2022) from 4 to 5:30. Thank you to David Reinhart and the Outreach Committee, as well as the other shared governance groups, for putting this opportunity together.

Workshop on Human Subjects Research (initiated by Faculty Senate, but all are welcome). Will be 10/28/22 at 9 am via WebEx.

Workshop on understanding IRP Curricular Dashboards. Christine has sent out appointment reminders about both of these. Abbie asks whether the IRP workshop will be recorded, and Becky Jones notes that she will make sure that it is made available to people afterward. Will be held 11/10/2022 at 10:00 am via WebEx.

**SPBC Update:** Terry and Christine went to recent meeting, which focused on reviewing feedback that has been received so far. Christine notes that fall enrollment was lower than anticipated, which means that the budgeted gap of 8.5 million will be closer to 9.5 million, making student retention critical. Brenda Jones also noted that the budgeting and savings methods discussed at the Budget Town Hall are being utilized. Christine has also requested that Brenda Jones come to an ASA meeting to discuss progress on the budget at some point this academic year.

**Pay Plan Increase:** HR is working on reports of people with required trainings that are due, including those who will come up as due in the period of time between now and the deadline for the pay plan. As a reminder, the sexual harassment training is every 3 years, information security training is every year, and mandatory reporter training is done as a new employee. Recent positive employee evaluation is also a requirement. Christine will follow up to find out how the loop is being closed on who is and who is not eligible, and what the appeals process will be. Note- each of the 3 training requirements is shown within the My UW system, and when clicking on those badges, enrollment information should be shown.

**ASA Vacancy:** Christine is still actively recruiting a member to fill the vacant seat.



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**Shared Governance Updates:** Christine reports that the leaders of all 4 shared governance groups continue to meet every other Tuesday, and recently wrapped up drafting a resolution on guiding principles for campus search committees. Faculty Senate, WSG, and USC are moving forward with the drafted resolution next week, and ASA will have a draft to consider at the 11/9/2022 meeting. The next item on the shared governance agenda is to continue to work on the campus presence and ongoing remote work recommendations, and the ongoing review of compensation.

**Campus/University Committees:** There is an extensive list of campus and university-wide committees that have academic staff representatives mandated. Each of these are being reviewed in order to make sure that they are necessary and people's time is being used effectively. The goal is to clean that list up and make sure that each committee is falling under the purview of the area in which it belongs.

**Tornado Warning:** After the last meeting, some concerns were raised about the lack of tornado warning issued on campus on 10/12/22. While Christine doesn't have any answers so far, it is an issue that has been raised at cabinet as well as in the community. Some of the confusion seems to have been around the policy, procedure and steps taken, and it is noted that currently, the University follows what the City of Whitewater does.

**Vice Chair's Report:** David notes that he is considering adding a regular brown bag lunch hour on the second Monday of each month as an informal gathering in the UC. An announcement will be sent out with specific dates,

**Communication Director's Report:** Brenda notes that the ASA web site has been updated with current committee members. An update has also been made to the Emeriti page to provide a template for drafting an emeriti resolution to be used by departments.

**Faculty Senate Liaison Report:** Jessica notes that she was not able to attend the all faculty meeting. Nathan was there, but has nothing to report. Christine notes that discussion focused on posthumous degree procedures. Jessica notes that at the FS meeting there were several consent items, including course currency catalog updates (which may lead to some courses being deactivated), 2 emeriti resolutions, a statement supporting Iranian women, a post-tenure compensation review process, a shared governance processes resolution (ensuring that the process followed around shared governance resolutions remains the same regardless of who holds a leadership position within the governance group). The Provost attended and made some remarks about the strategic plan, including a focus on student mental health. The College of Letters and Sciences is launching the search for the Dean, chaired by Matt Vick. The committee composition is currently under discussion. Provost Fox also addressed some scheduling issues in the COBE Dean search, which are being addressed, as well as some scheduling issues for the on-campus chancellor candidate interviews. The Faculty Senate is asking the cabinet not to review the previously passed posthumous degree resolution. Abbie asks whether the UCC is shifting the course currency from 4 years to a new level of currency. Nathan notes that it's unclear, and this is still under discussion. Becky Jones asks about the search for a COLS Dean, and it's noted that Frank Goza's upcoming retirement has been announced, so the hope is for some overlap in service if a new dean can be hired in time. David asks about the focus on student mental health, and notes that the availability of a CARE team referral forms have been very helpful.

**Past Chair's Report:** Since Terry's last report, committee meetings have been scheduling for the Onboarding Committee and for the Academic Staff Promotions Committee. More updates will come as



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the meetings take place. Terry looks forward to both of these tasks. David asks whether it is anticipated that the work will go into the summer, and Terry notes that there are some factors still up in the air that may have an effect on that.

**IAS Promotions Committee Report:** Jessica Walz notes that two meetings have taken place so far. The first was an in-depth review of the updated policy and procedure. Some conversations are still taking place with the Provost's office around the compensation associated with promotions. Jessica notes that there has been some conversation about the Colleges needing to use their specific budgets for promotions money. Jessica's college chair, in discussion with their Dean, has confirmed that the money for this will come from the college budget, and that the typical amount is \$1000 to \$1200. Questions have also come up about the ability to provide stability through an extended contract (beyond one-year fixed contracts into renewable contracts). At the last meeting, the committee focused on updating the application procedure in order to align with the changes in categories. Areas being improved include the activities description (previously very comprehensive, being focused more on instruction), required application materials, greater flexibility in allowing for multiple evaluation form types (peer performance or other peer teaching evaluation), updates to the required distribution of effort (only asking for most recent, as opposed to multiple previous years), opportunities to comment on the absence of any materials (or for a chair to comment on such an absence) in order to allow for flexibility due to the effects of COVID, and reflection on scores of student evaluations and peer evaluations. Web site is being updated, and should be finalized by tomorrow. Christine and Jessica W will send out a broad notification once all of the web site updates have been made.

**Chancellor Search Committee Report:** Ciera Edwards reports that the committee was in Madison two days this week interviewing candidates, which went well. The Regents went into a closed session after the last interview yesterday. December 5 through 12 is the planned time period for candidates to visit the campus in person, although scheduling is still in process to finalize. The process is down to about 6 candidates, and Ciera is excited about the candidates. Open sessions during that time will provide opportunities for all stakeholders to be able to participate. The next committee meeting is the week between Christmas and New Year's, where feedback from constituencies will be given to the regents. Terry notes that specific time dedicated to the academic staff would be very helpful.

**HR Director Search Committee Report:** Terry Tumbarello reports that the position just closed, so he expects to have an update at the next meeting.

**Intercollegiate Athletics Committee Report:** Rick Pues notes that they are meeting next week Thursday (typically once a year in the fall).

**UC Advisory Board Report:** Brenda Johansen and Ciera Edwards attended the October UC Advisory Board meeting. Brenda reports that there will be a \$13 student activity fee increase. The UC is working on a wayfinding update based on a recent proposal, and hopes to have the project completed during the spring prior to SOAR.

**ELARC:** Becky Mueller notes that she hasn't heard anything about ELARC getting up and active yet. Mike notes that in the past, it tends to be a thematically active group rather than an ongoing or standing/regular committee.



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Christine notes that as a part of the committee cleanup process, gathering information about meeting frequency, standing versus thematic, and responsibilities are being gathered.

**Open Floor:**

Brenda Johansen reports that CITEE recently partnered with the Waisman Center and 5 regional middle schools (Beloit, Milwaukee, Palmyra-Eagle, Milton, and Elkhorn) to host about 100 7<sup>th</sup> and 8<sup>th</sup> graders with disabilities for a Transitions Perspectives Day on campus. The day included some self-advocacy training, an opportunity to meet with peer mentors and LIFE students, some career interest tours on campus with partnerships from a variety of campus units, and ended with some treats and open gym time at the Williams Center. CITEE wanted to thank the campus partners who helped with event preparation or took time out of their day to give the students a campus or career tour.

Becky Jones notes that there was a recent note about an open forum for the Young Auditorium Director position, and notes concerns about the level of involvement and communication to the campus community. Christine notes that this is a major reason that the shared governance groups are reviewing the campus search committee policies and procedures. Brian notes that Young Auditorium comes under the COAC, and will take that feedback to the admin council. A large concern is a lack of shared governance representation, and a lack of communication between the search committee and the wider campus. Christine notes that, as of now, shared governance representation is often marked as complete when someone on the search committee has a particular staff status (i.e. a faculty member or academic staff member), although that person may not be there in a representative capacity or be aware of the priorities of that group.

Terry notes that Boxes and Walls has returned and had a great first time out since COVID.

Brian notes that this year Whitewater is hosting the State Theater Festival for high school students, which will bring a few hundred high school students to campus around mid-November. Help will be appreciated with directing students around.

Purple Book Follow-up: Brian notes that the Chancellor has been in touch, and that there continues to be some discrepancies between formal language and current practice around Purple Books. Christine notes that this item will be at the top of her list when meeting with the Chancellor next. Christine notes that some of the issue has arisen because the Personnel Rules were only recently updated.

Christine notes that the UW System Academic Staff Representative Council is this Friday, and the agenda includes an hour and a half focused on TTC.

Christine has had some initial conversations with the Interim HR Director and Chancellor Chenoweth around reviewing long-term contracting options for academic staff. Christine plans to continue those conversations.

Meeting is adjourned at 1:41 p.m.

Respectfully submitted,

Brenda Johansen (ASA Communications Director)