

1. **Priority Business**
 - a. Review/Approval of December 18, 2018, Minutes
 - b. Chancellor's Search
2. **Chair's Report**
3. **Vice-Chair's Report**
4. **Academic Staff Committee Reports**
 - a. Awards (Weber)
 - b. Economic Issues (Rivers)
 - c. Elections (Villancencio)
 - d. Government (Flanagan / Kriska)
 - e. Instructional Promotions (Fragola)
 - f. Outreach (Weber)
 - g. Professional Development (Fragola)
 - h. Review (Tumbarello)
 - i. Rewards and Recognition (Tumbarello)
 - j. Titling (Weber)
 - k. Title Appeals (Fragola)
5. **Updates/Announcements/Other Business**
 - a. Transportation & Logistics (LaValley)
 - b. Employment Educational Assistance Program Policy (Tumbarello)
 - c. Sustainability Council (Fragola)
 - d. Academic Staff Review Process (Rahr)
 - e. Open Floor

**2018-2019 ACADEMIC STAFF ASSEMBLY
MINUTES
12:30PM - 1:45PM ON DECEMBER 18, 2018, L2213**

PRESENT: Patricia Fragola, Katie Rutenbar, Joan Stamm, Carmen Rivers, Huckleberry Rahr, Nadine Kriska, Terry Tumbarello, Carl Fox, JP Villavicencio, Mike Gorman, Abbie Windsor, Andrew Cole, Mike Flanagan, Heather Rasmussen (recorder)

EXCUSED: Curt Weber

1) Urgent/Priority Business

- a) Warhawks Do The Right Thing cancelled visit, will reschedule.
- b) Minutes of November 14, 2018, meeting approved on motion from Flanagan and a second by Fox. Abstentions from Rutenbar, Rivers, Rahr, Fox, Gorman, Flanagan, Kriska.
- c) Minutes of November 28, 2018, meeting approved on motion from Fox and a second by Villavicencio. Abstentions from Rutenbar, Stamm.

2) Chair's Report

- University Technology Committee – LTC update, prior to Spring 2019, University computers automatically getting lock-out feature which will engage 30 minutes after no activity. Password entry will be needed to unlock. This is a best practice for security. This will not apply to classroom computers.
- To maintain compliancy with IT Security Training, all employees, including student, will be required to complete Computer Security Awareness Training very soon. The deadline for completion is in February, 2019.
- Ray Cross was on campus December 18, 2018, to meet with governance leaders. Chancellor Kopper will be resigning December 31, 2018. The Interim Chancellor, an external candidate, will be named by December 21, 2018. The search for a permanent chancellor will be the first time that the new University of Wisconsin board of Regents process for senior administrative hires is being used. The search committee will consist of ten members: five from the Board of Regents and five representing campus. The campus representatives will consist of two faculty representatives, one student representative, one community member, and one staff (including Academic Staff and University Staff) representative. An open call for nomination (including self-nominations) will be sent to campus. A consulting group will run the search.
- Title IX position – looking for a volunteer to sit on the the committee. Tumbarello may be able to represent AS if no one else volunterrs.
- By-law Committee – Assembling materials for ASA feedback.
- Personnel Rules – Weber, Fragola, Connie Putland, and Janelle Crowley meeting. Will discuss which state statutes to reference, definitely making progress.
- College of Integrated Studies – submitted bylaws for feedback. Will be sending out for ASA review.

3) Vice-Chair's Report

- Weber absent but met with Fragola this morning to provide updates.

- The benefits survey sent by UW-System had a deplorable return rate thus far. Survey is open until December 21, so please complete if not already done. System-wide the return rate was less than 40%. UW-Whitewater had a return rate of just more than 30%.
- TTC – Advisory Committee likely to be changed. Weber represents AS. A change is being considered which would provide each campus with its own representative.

4) Academic Staff Committee Reports

- Awards:** Regents Award Announcement: Amanda Krier-Jenkins will be nominee. Academic Departments or Programs can be nominated. Fragola and Weber will assemble forms which mirror those of the individual nomination forms. There will be a rubric for judging.
- Economic Issues:** None.
- Elections:** None.
- Government:** Has invited Bryan Steil, U.S. House Representative-elect in Wisconsin's First Congressional District, to visit campus, but he has not returned the call.
- Instructional Academic Staff Promotions:** Deadline has passed, and applications are being disseminated to committee soon.
- Outreach:** None.
- Professional development:** RFP has been sent out. Nothing new.
- Review:** None.
- Rewards and Recognition:** None.
- Titling Committee:** Committee met December 18, 2018. Three new requests have been received. They are very similar in nature. Requesting retitling for pay increase which isn't the purpose of retitling. Department of Human Resources and Diversity is exploring ways to provide merit-based increases.
- Title Appeals:** None.

5) Updates/Announcements/Other Business

- Transportation & Logistics (Fragola): None
- Employment Educational Assistance Program Policy (Tumbarello): None
- Sustainability Council (Fragola): Missed last meeting.
- Academic Staff Review Process (Rahr): Every department has its own process. There is no consistency.

The meeting adjourned at 1:31 on a motion from Villancencio (Cole, second).