

## DRAFT MINUTES

Graduate School  
Committee on Academic Staff Issues Retreat  
Friday, Sept 30th 2011 from 9:30 – 12:00 pm

**Present:** Alex Converse, Nicci Schmidt, Kristin Harmon, Wayne Feltz, Moira Harrington, Tom Zinnen, Julie Schears, Jenny Hackel, Bruce Neumann

**Absent:** Miriam Simmons

### **Convene**

Meeting was convened at 9:40am by Wayne Feltz

Voted on Vice-Chair—ballots handed out/ counted...Wayne won unanimously!

**Review and approve minutes from Aug. 8<sup>th</sup> meeting:** approved with a few edits.

### **Action items from last meeting:**

Retirement numbers—work is being done / in process (ASEC/Heather Daniels). Wayne following up.

Kristin working on website updates.

Governance—Wayne is not on the ASEC anymore. He is on the Grad School Academic Planning Committee (GS APC), which reviews grad school centers (w/red flags usually) and it meets 2x a year. Wayne is also no longer on ASA, but Bruce and Alex are.

Wayne worked on the reviewing of the 2010-2011 accomplishments. The bus pass issue is in flux. The name of the Efficiency Study is changing. The spring Academic Staff institute keynote speaker is expected to be Jon Erpenbach. Electronic elections were successful. The districting database used to be handled by Mark Werner who no longer serves on ASA. Will check to see if his replacement is assuming that responsibility.

### **Review of Committees**

Communications –Bruce, Tom, Kristin

Nominations and districting—Wayne, Moira, Alex

Prof. Development and recognition—Miriam, Moira, Julie, Nicci, Bruce

Personnel Policies and Procedures—Tom, Nicci, Jenny (reviving with development of new personnel system)

Academic Staff Assembly met, Wayne attended. Ward said that timing with flexibilities is critical for implementing a new personnel system with the changes in UW-System, calling this a “tremendous opportunity.”

**Other Business**

- Confirmed future meetings

Date	Room	Minute taker	Note
10/10/2011	187 Bascom	Alex	Steve Lund guest, short meeting
11/14/2011	187 Bascom	Tom	Huron study/Alice Gustafson
12/12/2011	350 Bascom	Kristin	
01/09/2012	350 Bascom	Moira	Consider cancelling
02/13/2012	350 Bascom	Nicci	
03/12/2012	350 Bascom	Jenny	
04/09/2012	350 Bascom	Bruce	
05/14/2012	350 Bascom	Wayne	
06/11/2012	350 Bascom	Miriam	

- All meetings scheduled for 1:30 p.m. to 3:00 p.m.
- Web site updates –will be updated soon
- 2011-2012 Speakers
  - Steve Lund Oct 10 – Update on progress toward new personnel system
  - Alice Gustafson Nov 14 – Huron efficiency study and the Graduate School
  - Others—Bob Lavigna, Don Schutt.
  - There is interest in holding meetings at the graduate school centers in conjunction with center tours. Possibilities mentioned include Waisman Center, Kegonsa Research Center, Arboretum, and WID. Check Dean Cadwallader’s calendar to limit conflicts.
- Continuing and New Initiatives
  - Reviewed draft ASA 2011-2012 priorities list
  - GS-CASI 2011-2012 Goals
    - Engage new personnel
    - Define ways to showcase Academic Staff work
- Short tour of SSEC survey equipment on roof

## **Action Items**

Goals for GS-CASI

Showcase Academic Staff. Many people echoed this is a “time of healing.”

Keep a pulse on the new personnel system

**Adjourn at noon** on the roof of SSEC overlooking a beautiful autumn day.

Respectfully submitted,  
Julie Schears & Nicci Schmidt