

Committee on Academic Staff Issues

Minutes of Meeting

May 13, 2005

Approved: July 8, 2005

PRESENT:

Deborah Faupel, Linda Haskins, Julie Karpelenia, Sheila Leary, Mark Mulligan, Bruce Neumann, Donna Cole, Gary Case, Miriam Simmons, Linda Tuchman, and Wayne Feltz

ABSENT:

Martin Cadwallader and Tanya Cobb,

CONVENE:

Vice Chair Mary Lou Reeb convened the meeting at 9:04 a.m.

WELCOME AND VICE CHAIR'S COMMENTS:

Mary Lou Reeb welcomed the new members, Donna Cole and Gary Case, who were in attendance. The GS-CASI members introduced themselves.

REVIEW AND APPROVAL OF MINUTES of March 11, 2005:

Deborah Faupel moved that the minutes be approved without amendment; Mark Mulligan seconded the motion; motion carried.

ANNOUNCEMENTS:

There were no announcements.

STANDING COMMITTEE REPORTS:

Communications Committee

There was no formal communications report.

Topic/Issue: Academic Staff Professional Development Grant Awards

Action Item: The Graduate School should contact the people that were awarded the grants and get their permission to post their names on our website.

Topic/Issue: GS-CASI Website

Action Item: John Stott is still serving as the GS-CASI webmaster. Steve Hahn from the Graduate School will serve as his back-up.

Nominating and Districting Committee

The committee meeting on May 6, 2005 and Jean Phillips attended as a guest. A report summarizing the meeting was distributed to the full committee on the elections and realignment of the Waisman Center districts and has been posted on the website.

Topic/Issue: Academic Staff E-Mail Listings

Action Item: Mark Mulligan will continue to provide updated e-mail listings for each district.

Topic/Issue: Realignment of the Waisman Center Districts

Action Item: The tables from the committee report were reviewed with the members. There was unanimous approval to realign the Waisman Center districts as outlined in the committee report. Wayne Feltz will work with John Stott to have this information changed on the website.

Topic/Issue: Committee Balance

Action Item: New members were asked to look at their skills and interests and make a decision about which two committees they would be interested in sitting on. In addition, current committee members asked to re-evaluate the committees they were on and if they would like to change and/or add another one to contact Wayne Feltz. Finally, members were asked to think about whether we needed any new committees and/or new ad hoc committees.

Topic/Issue: Vice Chair Nominations

Action Item: Members are to submit names for vice chair to Tanya Cobb.

Personnel Policies and Procedures Committee

Topic/Issue: Honorific Research Title

Action Item: A vote was deferred until the July meeting. Tanya Cobb e-mailed the document for review prior to the meeting.

Professional Development and Recognition Committee

There was no formal professional development/recognition committee report.

Topic/Issue: Academic Staff Professional Development Grants

Action Item: Sheila Leary indicated that the timing wasn't right for the grant deadline. She also felt that there were internal contradictions in the grant materials. The committee asked that Sheila write up her thoughts and forward them to the committee for review since this was her last meeting. Finally, there was discussion about the need to stir up more awareness about the grants and increase the number of applicants.

Topic/Issue: The last "My Professional Development" session was held at the PSL on April 14. The new payroll feature was discussed. The session was announced to both academic and classified staff. However, classified staff felt that it was for "academic staff" since it was being promoted by the GS-CASI.

Action Item: Linda Tuchman will provide the attendance figures for the sessions. The meetings were well received by the people that did attend. The committee will now need to decide where it goes from here.

Topic/Issue: Academic Staff Governance

Action Item: There was a lengthy discussion on academic staff governance since there will be a number of individuals retiring in the near future who were involved in the initial set-up of academic staff governance on campus. It was suggested that the professional development committee might consider putting together a panel of those retiring since they have a long institutional history. It was indicated that Barry Robinson did a wonderful summary of shared

governance. This is a topic for further discussion since there is a need to get younger people involved in the process.

Topic/Issue: Mentoring

Action Item: There was a discussion surrounding mentoring and the mentoring programs on campus. Some members indicated that it is hard for people involved since they feel that it isn't worth their time if it doesn't result in a promotion. It was pointed out that mentoring is a great way to network on campus. It was suggested that mentoring on academic staff governance should be considered as one of the focuses of the mentoring programs.

AD HOC COMMITTEE REPORTS

PI Committee

Topic/Issue: PI Issues Presentation

Action Item: Wilt Sanders sent suggestions on the PowerPoint presentation and Deb will incorporate them and get it in the final format. Wayne is waiting for the availability of SSEC people since this will be a joint presentation by the GS-CASI and SSEC. Finally, the links in the presentation need to be verified.

Graduate School Equity and Diversity Committee

A presentation was given by the Graduate School Diversity Committee on May 4, 2005, to the Center Directors and Administrators. Several issues were raised on the federal categories for gender and race and that the data provided is incomplete since it is voluntary. A binder was provided to each Center, which provided a narrative and checklist which could be used by Centers to develop their own plan. Diversity and climate issues at the Centers was discussed and Mary Lou described some of the efforts Aquatic Sciences has taken to address climate issues. The Graduate School indicated that they would be going through the process themselves. At this point in time, it was left that the GS-CASI didn't need a formal ad hoc committee on equity and diversity since two of its members were on the Graduate School committee.

ACADEMIC STAFF ASSEMBLY UPDATE

Bruce Newman indicated that the reporting by CASIs at the Academic Staff Assembly was postponed until the fall meeting. Parking permits and pay plans were discussed as well as a tuition cap. A question was raised by Linda Tuchman on where raises would come from for grants that were flat funded. The Academic Staff disability accommodation policy was approved.

ACADEMIC PLANNING COUNCIL UPDATE

The Academic Planning Council Meeting will be held later this month. An update on tuition remission will be included as well as a discussion about the Biotech Center review.

OTHER BUSINESS

Academic Staff Public Representation Organization (ASPRO)

There was a discussion about ASPRO, which is one of 30 programs nationally. They are a professional organization that represents academic staff and serves as a liaison to the legislature. They inform members about various issues that would have an impact on academic staff (i.e., retirement age may increase to age 59). The cost of a membership is

about \$4-\$5 per month. They are in the process of possibly changing their name. Mary Lou Reeb will e-mail their latest newsletter to the committee members for their information.

ASEC/CASI Brown Bag Report

Mary Lou will send the information to the new GS-CASI members. The DoIT Committee on Academic Staff Issues Survey was discussed. Engineering has a retreat and then comes up with a work plan for the next year. CALS is working on equity and diversity and they are about to put out a survey. Education and CALS have an ambassador program where members of the committee go and talk to new people. There was a discussion about ways to work with other CASIs on issues that we have in common. The GS-CASI will share our goals and accomplishments with the other CASIs on campus.

Profile of academic staff.

This has been deferred to the fall. Linda Haskins will work with Julie Karpelenia this summer on a profile of Graduate School academic staff.

Future Professional Development Events

See committee report above.

2005 Annual Report Preparation and 2005-2006 Subcommittee Goals

The report should be done in the summer before the chairs go off on June 30, 2005. An annual report was done as part of the communications committee. The GS-CASI needs to decide on the format of the report and try to do it before July. Suggestions should be sent directly to Mary Lou.

Members should review the one page summary of accomplishments for accuracy. This document can be given to people so they have a better understanding of what the GS-CASI is about. Chairs should give comments to Mary Lou or let her know if their accomplishments are okay. The committee needs to decide if we should do this again next year.

A draft of goals for this coming year needs to be finalized after the July meeting since the final report is due in October. Each committee should provide Mary Lou with two paragraphs on their committee goals.

Proper Posting of Meeting Notices

Sheila Leary asked that the Graduate School check on proper posting of meeting notices and what the requirements are for holding the meetings. They will report back to the committee.

Wisconsin Idea Seminar

Miriam Simmons discussed the upcoming Wisconsin Idea Seminar. Linda Haskins indicated that she went last year and that the trip was wonderful. Districts should be sure to send out the nomination information to their academic staff next year.

CONSTITUENT ISSUES

Question: Can academic staff donate vacation and sick leave to another academic staff?

The University of Wisconsin does allow for the donation of vacation and sick leave. The constituent should contact their human resource manager and then the Graduate School, if necessary.

NEXT MEETING

Date: Friday, July 8, 2005

Location: 334 Bascom

Time: 9:00-10:30 a.m.

Minutes: Wayne Feltz

ADJOURN

Mary Lou thanked the members that were going off the GS-CASI. A motion to adjourn the meeting was made by Miriam Simmons and Mark Mulligan seconded it. Vice Chair Mary Lou Reeb adjourned the meeting at 10:30 a.m.

Respectfully submitted,
Linda Haskins