

**Meeting Minutes**  
**Office of the Vice Chancellor for Research and Graduate Education**  
**Committee on Academic Staff Issues**  
**Monday May 13, 2019**  
**Bascom Hall Room 334**  
**1:30pm – 3:00pm**

- **Present:** Rebecca Chapman, Nicholas Griffiths, Denny Hackel, Shane Hubbard, Julie Karpelenia, Terri Liebmann, Kurt McMillen, Jason Pinnow and Petra Schroeder
- **Convene:** Call To Order 1:35pm (D. Hackel)
- **Approval of April minutes not available for review and approval** (D. Hackel)
- **Welcome to Rebecca Chapmann** replaced Katie Block
- **Plan for upcoming meeting:**
  - June Meeting:
    - Tentatively scheduled at Memorial Union
    - Reschedule if weather doesn't allow for outdoor meeting
- **Subcommittee Reports**
  - Communications (K. McMillen)
    - No changes
  - Nominating & Districting (S. Hubbard)
    - Elections to take place in June
      - Formalize those that stay on the committee
    - Looking into using Qualtrics as opposed to website for election
    - Discussion on interim committee members as written in bylaws
    - Vice chair appointment tabled to June meeting
  - Personnel Policies and Procedures/HR Design (D. Hackel)
    - From ASEC minutes
      - More talk about professor titles
      - Committees forming to discuss implementing professor titles
      - Hearing concerns about the bar set too high for titles
  - Professional Development and Recognition
    - No changes
- **Old Business**
  - No discussion
- **OVCRGE Associate Vice Chancellor for Finance and Administration (Petra Schroeder):**
  - **Topics of discussion:**
    - Mentioned Education and Social/Behavioral Sciences Institutional Review Board (IRB) under OVCRGE beginning July 1

- Talked about the American Family Insurance Data Science Institute
  - Endowment from American Family Insurance
  - First new Center in a long time
  - Located in the McArdle Building
- Mentioned the Genome Center
  - Established about 15 years ago – hired large cluster
  - Located within the Biotechnology Center
  - Shares administration with the Biotechnology Center
- Vice Chancellor for Research and Graduate Education: failed search and screen
  - Norman Drinkwater will continue in role until a decision is made from a fall search and screen
- Brought up alcohol policy: information will go out to directors
  - Prior approval required
  - No graduate students in the role of responsible officer
  - Does not allow alcohol before 3 p.m.
  - Specifies number of drinks/person
- Noted Ryan Pringel's new position
  - Organizational and data analyst
  - Space/facilities analysis/oversight for Centers
    - Going out to Centers to meet and learn about the occupied space
- **Future Discussion:**
  - Template for election
  - Revision of bylaws to maintain staggered terms
  - Email out to all districts
- **Adjourn:** Meeting was adjourned at 2:45 p.m. (? moved, ? seconded)