

Compensation and Economic Benefits Committee Annual Report 2021–2022

Academic Staff Assembly

Synopsis

During the 2021-2022 academic year, academic staff saw the beginning implementation of TTC which has resulted in ongoing concerns related to salary ranges and titles. Schools and colleges continued to work on finding the right balance between remote and onsite work for their employees. Throughout the year, the Compensation & Economic Benefits Committee (CEBC) saw opportunities to become involved in a number of ways ranging from document/content review to data requests to making connections with other committees to drafting communication to OHR. Details are outlined below:

1. **Distinguished Title Prefix** – during the TTC roll-out there was much discussion related to the continuation/discontinuation of the use of the Distinguished Title Prefix. After it was determined the prefix would continue as distinguished status, CEBC reviewed the guidelines and best practices for use that were created by another committee and proposed the use of a consistently applied rubric when assessing prefix requests.
2. **Single Payroll Loan Program Requests** – As single payroll was implemented, the UW established a one-time loan program to aid employees in the payroll transition. CEBC requested and reviewed data on the number of employees utilizing the loan program broken down by school/college.
3. **Remote Work Agreements** – CEBC requested and reviewed data related to remote work agreements, broken down by school/college. The review indicated that while some schools took longer to move employees from pending to approved status, in general, remote work agreements seem to be utilized similarly across campus. Additional request submitted for data broken down by gender and equity if/when that becomes available.
4. **Academic Staff Frequently Asked Questions** – CEBC was asked to review the Frequently Asked Questions page on the Academic Staff website. Committee members each reviewed several of the questions and answers for accuracy, robustness, and working URLs. Suggestions were made for improvements to existing answers as well as for creating documentation on areas not previously addressed, based on our collective experiences and input from colleagues.
5. **Connections with Nominations and Communication Committees** – a CEBC member gave a brief presentation to the Nominations Committee, sharing what CEBC has been working on recently. The presentation highlighted the importance of communicating and working with other committees when applicable as there are often similar ideas, issues, concerns across multiple committees. Additionally, the Communications Committee created an engaging Committee Welcome flyer that CEBC completed. The 2-page document highlights the type of work CEBC takes on annually and the various committee members. Committee Welcome documents will be used by the Nominating Committee in recruitments as well as posted to the Academic Staff website.
6. **Title & Total Compensation (TTC)** – CEBC met with Karen Massetti-Moran to get an update on TTC. The committee asked Karen to address, or consider, the following issues: 1) metrics to be used to measure the overall project's success, 2) monitoring compliance across schools, colleges and divisions, 3) salary and career progression concerns, and 4) the title appeals process. CEBC has requested data related to the TTC title appeals process, including a breakdown by schools/colleges and gender, a full list of all titles appealed, information on the appeals process itself, the success rate of appeals and

reasons provided for why titles were both appealed and granted. This analysis is on hold until OHR can provide the data.

7. **Starting Salary of New Hire Document Review** – CEBC was asked to review and provide edits/suggestions to an OHR supervisory job aid document on starting salaries for new hires. The committee provided numerous document edits as well as several suggestions for including additional information that could be helpful to supervisors.
8. **Staff Climate Survey** – CEBC requested, and was approved, to have a more formal, consistent role in providing feedback on the annual climate survey. Committee members to additionally consider how to best utilize existing survey results to drive future work.
9. **Salary Range Data Review and Outcome** – CEBC requested and reviewed data related to employee salary ranges, both pre and post TTC implementation. Russell Dimond, Statistical Consultant, asked committee members to consider specific questions that might be applied as he completed an analysis. CEBC's questions focused on the number of people moved to the bottom of the salary range, the compensation quartiles, income disparities by gender, race/ethnicity, and average salaries for each title used across schools, colleges and divisions. Based on Russell's analysis, CEBC has drafted a letter to OHR asking that they address the specific salary range challenges encountered by more than 600 employees whose salaries are currently over the salary range maximums.
10. **Discretionary Merit Compensation (DMC) Review** – A review of DMC, by school/college, was done several years ago and it may be time to look at this again. CEBC to consider this review during the 2022-2023 academic year.

Meeting Dates

1. September 17, 2021
2. October 15, 2021
3. November 19, 2021
4. December 17, 2021
5. January 21, 2022
6. February 18, 2022
7. March 18, 2022 (cancelled)
8. April 15, 2022
9. May 20, 2022

2021-2022 Committee Members

1. Cori Splain (Co-Chair)
2. Elizabeth Tuschen (Co-Chair)
3. Kayla Armstrong Alfstad
4. Elizabeth Covington (effective March, 2022)
5. Corryn Cue
6. Larry Jolon (until November, 2021)
7. Dean Ladwig (effective May, 2022)
8. Elizabeth Manriquez
9. Tori Richardson
10. Dagna Sheerar
11. Allison Zenke
12. Jenny Dahlberg (ASEC Liaison)

Districting and Representation Committee Annual Report 2021–2022

Academic Staff Assembly

Past Year's Activities

- Prepared for TTC changes
- Reviewed TTC information when available, relating it to existing districting information
- Considered policy guidance for creating districts and consulted SOAS for interpretation
- Developed and tested possible districting methods to map new titles to districts

Past Year's Committee Membership

- Megan Ackerman-Yost
- Rebecca Beebe
- Max Coller (*starting February 7, 2022*)
- Taryn Conaway
- Eileen Ewing (Chair) (*through June 30, 2022*)
- Karla Lemak (*through February 6, 2022*)
- David Toland
- Cynthia Waldeck (*starting July 1, 2022*)

Future Issues/Plans for the Committee

- Complete mapping of districts to new job titles and facilitate communication and resources on district membership

Academic Staff Mentoring Committee Annual Report 2021-2022

Academic Staff Assembly

Past Year's Activities

- 2021-2022 Academic Year Mentor Mentee Match Program (72 Mentors, 140 Mentees)
- Created the 2021-2022 Mentor Mentee Match Program guides
- Held monthly meetings, updated the website, and managed a LinkedIn group to providing resources and ideas to program participants
- October 26, 2021: Fall Kick-Off Event featuring Fátima Sancheznieto, PhD, a presentation defining mentoring relationship and roles, and an activity to help articulate and align on goals
- December 16, 2021: Panel event during which experienced mentors and mentees shared practical tips for setting goals, building connections, navigating UW-Madison, and what makes informal mentoring relationships work
- March 9, 2022: Networking event with breakout rooms and facilitators for the following topics: building your career support team, work/ life balance in a hybrid environment, virtual meeting best practices, establishing a mentor/mentee relationship and setting goals, mentors only discussion, and mentees only discussion
- May 18, 2022: End of the Year Event about career development during which Chris East, with Employee Career Development, and April McHugh, Director of Career Counseling shared opportunities for career development that are available to UW staff
- Program evaluation survey

Past Year's Committee Membership

- Gretchen Anding
- Brian Asen
- Kendra Gurnee
- Christy Lowney (Chair)
- Carmen Juniper Neimeko
- Justin Sena
- Alex Stark
- Jessica Swenson
- Vanessa Taulbee

Future Issues/Plans for the Committee

Continue to:

- Have the Academic Staff Mentor/Mentee Match Program for 2022-23 academic year
- Support DEIB through committee actions, offerings, and in communications/resources
- Create hybrid experiences for a hybrid work environment
- Improve the website content
- Promote resources and events on the LinkedIn group
- Share the committee interest survey in end of year communications:
<https://committeetracker.wisc.edu/>

New:

- Improve the communication process by introducing new ways to interact with the committee, mentors, and mentees
- Provide an opportunity for mentors and mentees to meet before, after, or during the kick-off event
- Increase networking opportunities by connecting with other committees and communities of practices on campus
- Bring balance to the ratio of mentors to mentees by doing more outreach for mentors

Academic Staff Nominating Committee Annual Report 2021-22

Academic Staff Assembly

Summary of Activities

Overall, the Nominating Committee identified and forwarded the names of 94 academic staff for consideration for an estimated 84 University committee positions. The Nominating Committee met 14 times during the 2021-22 academic year to coordinate efforts.

We collaborated with committee chairs to improve recruitment efforts and gain a better understanding of current committee projects and time commitment. We asked chairs/representatives to attend our meetings and to nominate or help with recruiting members.

To recruit Academic Staff members to the candidate pool we:

- Utilized Committee Tracker- Academic Staff Committee Interest Survey located on Secretary of Academic Staff website
- Recruitment email sent by the Secretary of the Academic Staff
- Included article regarding serving on campus committees in Work@UW email to all academic staff on campus

Mid-Term Openings

During the 2021-2022 term, the Nominating Committee identified individuals for appointment to 19

slots left open due to staff resignation, retirement, or departure from the UW-Madison.

- Academic Staff Appeals Committee – 3
- Academic Staff Executive Committee – 1
- Area Review Committee: Physical Sciences/Engineering – 1
- Communications Committee – 1
- Compensation & Economic Benefits Committee – 2
- Distinguished Prefix Review Committee – 1
- Districting and Representation Committee – 1
- Health Care Advisory Committee – 1
- Information Technology Committee – 2
- Memorial Library Committee – 1
- Mentoring Committee – 1
- Personnel Policies and Procedures Committee – 1
- University Curriculum Committee – 1
- University Research Council – 1
- Women in the University – 1

Standing Committees of the Assembly

The Nominating Committee identified and forwarded the names of 32 candidates for the Academic Staff Assembly standing committee election slates. Of the candidates, 9 were current committee members who agreed to run again and 23 were identified using the survey/candidate pool.

- Academic Staff Executive Committee – 6 total; 4 new, 2 renewals
- Communications Committee – 4 total; 3 new, 1 renewal
- Compensation and Economic Benefits Committee – 4 total; 3 new, 1 renewal
- Districting and Representation Committee – 3 total; 2 new, 1 renewal
- Mentoring Committee - 5 total; 5 new
- Professional Development and Recognition Committee – 5 total; 2 new, 3 renewal
- Personnel Policies & Procedures Committee – 5 total; 4 new, 1 renewal

Personnel-Related Committees

The Nominating Committee identified and forwarded the names of 4 candidates for appointment to the Appeals Committee, 4 candidates for appointment to the Distinguished Status Review Committee, and 12 candidates for Academic Staff Area Review Committees (ARC).

- Appeals Committee - 4 total; 1 new, 3 renewals
- Distinguished Status Review Committee - 4 total; 1 new, 3 renewals
- Administrative/Student Services Library ARC – 3 total; 3 renewals
- Biological/Medical Sciences ARC – 3 total; 1 new, 2 renewals
- Humanities/Social Studies ARC – 3 total; 1 new, 2 renewals
- Physical Sciences/Engineering ARC – 3 total; 2 new, 1 renewal

Shared Governance Committees

The Nominating Committee identified and forwarded the names of 23 candidates for appointment to campus shared governance committees. Of the candidates, 10 were current committee members who agreed to serve an additional term and the remainder were identified using the survey/candidate pool.

- Athletic Board – 1 total, 1 renewal
- Campus Transportation – 1 total; 1 new
- Dean of Students Office Advisory – 1 total; 1 new
- Disability Access & Inclusion - 1 total; 1 renewal
- Health Care Advisory – 1 total; 1 new
- Immigration & International Issues – 1 total, 1 new
- Labor Codes & Licensing Advisory Committee – 1 total; 1 new
- Memorial Library – 1 total; 1 new
- Recreation Sports Board – 1 total, 1 renewal
- Retirement Issues – 1 total; 1 new
- Student Panels – 5 total; 3 new, 2 renewals

- Undergraduate Recruitment, Admissions & Financial Aid - 1 total; 1 renewal
- University Bookstore Board of Trustees - 1 total; 1 renewal
- University Curriculum Committee - 2 total; 2 new
- University Research Council – 1 total; 1 renewal
- Wisconsin Union Council – 1 total; 1 renewal
- Women In the University – 2 total; 1 new, 1 renewal

2021-2022 Nominating Committee Membership

Rebecca Beebe (PHAR), Arturo Diaz (BUS), Jacob Hahn (General Services), Benjamin Heidke (LAW), Sharon Kahn (SMPH), Kelly Mallon (L&S), Darren Martin (DCS), Alissa Oleck, chair (DCS), Allison Rice (L&S), Kelly Krein (Division of Student Life)

Future Issues/Plans for the Committee

- Enhance resources and improve processes for committee members including email templates and FAQ documents
- Improve communication with perspective committee members regarding shared governance and the election or appointment process and timeline
- Improve diversity, equity, and inclusion efforts in our recruitment of candidates
- More targeted outreach to CASIs to assist in recruitment efforts within their schools/colleges

Personnel Policies and Procedures Committee Annual Report 2021-2022
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Past Year's Activities

1. Reviewed electronic meetings language (Added to ASPP Ch. 13 and 14)
2. Reviewed Remote Work Policy
3. Discussion of Sick Leave Policy Addendum
4. Reviewed potential language for a new chapter of ASPP regarding Title IX (on hold due to changing federal requirements)
5. Submitted changes for ASPP Chapter 2
6. Discussed Referral Policy
7. Submitted changes for ASPP Chapter 3

Past Year's Committee Members

1. Caitlin Cleary (stepped down in September 2021)
2. Aaron Crandall
3. Diane Farsetta (Co-Chair as of July 2022)
4. Toni Gunnison
5. Jennifer Hadley
6. Andrew Hahn (effective October 2021)
7. Jason Jankoski (Co-Chair through June 2022)
8. Anna Lewis
9. Kelly Conforti Rupp
10. Nicole Senter (Co-Chair)

Future Issues/Plans for Committee

1. Ongoing review of ASPP
2. Review of revisions to Office of Human Resources policies as updated in Policy Library

Professional Development and Recognition Committee Annual Report 2020-2021

Academic Staff Assembly

Academic Year 2021-2022 Activities and Awards

Professional development grants: For Fall 2021 activities, we awarded a total of \$8,958 to 12 academic staff recipients out of a total of 12 submitted applications. For Spring 2022 activities, we awarded a total of \$40,137.63 to 37 academic staff recipients out of a total of 38 submitted applications.

Executive Education grants: For the Fall 2021 semester, the committee awarded 5 grant recipients to participate in Executive Education Courses offered by the School of Business out of 21 total applicants to this program.

Academic Staff Excellence Awards: The committee selected winners for nine UW-Madison Academic Staff Excellence Awards that were celebrated at the annual awards ceremony in April 2022.

Hilldale Award for Excellence in Teaching

Stacey Forster

Chancellor's Award for Excellence in Service to the University

George Arndt

Excellence in Research -Independent Investigator

Christine Sorenson

Excellence in Research - Critical Research Support

Changjiu Zhao

Excellence in Leadership - Individual Unit

Isa Dolski

Excellence in Leadership - College, School level

Nancy Linh Karls

Heideman Award for Excellence in Public Service and Outreach

Joy Schelble

Martha Casey Award - Dedicated Service to the University

John Koger

Dale Wilson

Ann Wallace Career Achievement Award

Mo Bischof

Brenda Spsychalla

2021-2022 Committee Membership

Tamala Bradham
Nichlos Ewoldt
Ilia Guzei
Angela Kita (Chair)
Nia Norris
Kristina Penniston
Martha Reck
Debra Shapiro
Bonnie Shucha
Diane Stojanovich
Andrew Turner
Christopher Yue

Future Issues/Plans for the Committee

- Discussion on adding additional awards, such as: mentoring award, more staff teaching awards, DEI award
- Considering additional information related to resources for review of application prior to submission
- Review and clarify nominating guidelines
- Review scoring rubric for award categories