

2012 – 2013 Academic Staff Assembly Priorities

Approved by ASEC October 18, 2012

Priority One: HR Design Engagement– Proactive, ongoing engagement with and formal response(s) to the UW-Madison HR Design Project and its implications for Academic Staff. <i>Members: Deb Brauer, Heather Daniels, Brian Deith, Jeff Shokler</i>		
Action Steps	Responsible Person/Group	Time Frame/Dates <i>(Year 1, D/M/Y)</i>
1. Review, solicit feedback, write white paper responding to the HR Design Proposal	New Ad Hoc Committee, ASEC, CASI	September 2012
2. Form ad-hoc committee to review HR Design Proposal and to write white paper response	ASEC	August 2012
3. Develop plain language documents for brand new academic staff employees, continuing academic staff employees, and new academic staff employees who may come from the classified exempt staff.	PPPC, ASEC, CC	Spring 2013
4. Develop communication plan for the year regarding HR Design for both internal and external constituencies.	CC, PPPC, CEBC, ASEC	Now and Ongoing
5. Develop plain language documents for those classified exempt staff who will be provided a choice between remaining in the classified service or moving into the academic staff	PPPC	Spring
6. Review existing communication technologies/pathways for both internal and external constituencies in order to determine how to best leverage them for communication around HR Design.	CC, DRC, ASEC	Non and Ongoing
7. Ensure academic staff representation on any new committees/work teams that are formed for the HR Design project	SEC	Ongoing
8. Thoroughly review ASPP to respond to any HR Design Proposal or Project recommendations that may impact it.	PPPC	Ongoing
9. Capture and receive approval from the Academic Staff Assembly for temporary changes to ASPP to accommodate HR Design changes as necessary/appropriate	All Committees	Spring
10. Continue work toward appropriate titles for academic staff in positions considered "non-tenure track" faculty at other institutions.	ASEC	

Priority Two: Improve internal and external relationships and communication–

Members: Dāna Alder, Marwa Bassiouni, Donna Cole, Peter Kleppin, Alice Pulvermaker, and Heather McFadden.

Action Steps	Responsible Person/Group	Time Frame/Dates (Year 1, D/M/Y)
1. Standing committee co-chairs meet once a semester to find ways to interact	New Ad Hoc Committee, ASEC, CASI	September 2012
2. Expand activities and opportunities for interaction and development of academic staff and, where appropriate, work with ASPRO and MASA. For example: ASI and brown bags on issues of importance.	ASEC	August 2012
3. Improve the website and identify dedicated person/process for updates and content..	PPPC, ASEC, CC	Spring 2013
4. Send a summary of assembly meetings to all academic staff with hyperlinked highlights. This will be sent from the Secretary of the Academic Staff Office.	CC, PPPC, CEBC, ASEC	Now and Ongoing
5. Work with central campus communication (ex. "Inside UW-Madison") to highlight shared governance on a continued basis.	PPPC	Spring
6. Utilize CASIs as an academic staff leadership pipeline. .	CC, DRC, ASEC	Now and Ongoing

Priority Three: Review and improve Academic Staff Governance practices, including change management

Members: Robert Newsom, Diya Selimi, Brenda Spychalla, Karen Tusack

Action Steps	Responsible Person/Group	Time Frame/Dates (Year 1, D/M/Y)
Stage 1: Orientation: <ul style="list-style-type: none"> a. Hold an orientation session for new ASEC and Committee Chairs (<i>transition to leadership</i>); online Learn@ UW Module. b. Write a layperson's guide to governance-part of the orientation. c. Develop online orientation training for academic staff governance participants (<i>goals and expectations, tools, operations, parliamentary procedures</i>). 	Secretary of the Academic Staff; delegate to SME's	Spring 2013
Stage 2: Process-content for orientation: <ul style="list-style-type: none"> a. Discuss roles and expectations in shared governance. b. Provide standards for how committees operate. c. Provide standards for organization of committees' web pages. d. Provide templates, processes for how committees document , share their work. e. Define types of reports to give. 	Secretary of the Academic Staff; delegate to SME's	Spring 2013
Stage 3: Review and re-evaluate <ul style="list-style-type: none"> a. Evaluate effectiveness of efforts through Qualtrics surveys. b. Review charges for committees. c. Re-evaluate and revise Handbook for Academic Staff Assembly.: 	Secretary of the Academic Staff; delegate to SME's	Ongoing, Spring 2013, 2013-2014

Priority Four: Addressing major administrative, educational and technology policy initiatives.

Members: Denny Hackel, Jim Maynard, Scott Mellor.

Action Steps	Responsible Person/Group	Time Frame/Dates (Year 1, D/M/Y)
1. Develop mechanisms to submit feedback to Administrative Excellence executive sponsors on AE implementation phase recommendations and the AE process	ASEC, Ad Hoc Committee on Budget Issues, Processes, and Strategies	Fall 2012 Ongoing
2. Communicate AE implementation phase recommendations to the academic staff..	ASEC, CC, UC	Spring 2013/ Ongoing
3. Work with existing campus agencies and committees to Identify and track effective learning technology on campus (<i>what, why, where, who, how many classes</i>).	PPPC, ASEC, CC	Fall 2012/ Ongoing
4. Ensure academic staff engagement with and participation in the Educational Innovations initiative(s) including governance, oversight, and assessment of the initiative(s).	CC, PPC, CEBC, ASEC	Spring 2012/ Ongoing
5. Increase academic staff participation in the Flexible Degree initiative	PPPC	Fall 2012/ Spring 2013
6. Advocate for multiple roles for academic staff.	CC, DRC, ASEC	Fall 2012/ Spring 2013