

**Minutes**  
**Academic Staff Executive Committee**  
**2:00 p.m. to 4:30 p.m.**  
**Thursday, October 20, 2011**  
**67 Bascom Hall**

---

***Members Present:*** Daña Alder (Vice-Chair), Marwa Bassiouni, Heather Daniels (Chair), Nik Hawkins, Jim Maynard, Ben Rodriguez, Jeff Shokler, Jim Steele (by phone), Valli Warren

***Others Present:*** Paul DeLuca

***Call to Order/Agenda Review***

The meeting was called to order by Chair, Heather Daniels at 2:00 p.m.

***Automatic Consent Business***

ASEC minutes of Thursday, October 6 and Monday, October 10, 2011 were approved.

**ANNOUNCEMENTS/Good Works**

Academic Staff member, Margaret Harrigan, Senior Policy Analyst, Academic Planning and Analysis, from Academic Planning and Analysis, received the Women's Philanthropy Council's (WPC) Champion Award.

**BUSINESS**

***Review Existing Personnel Salaries/Equity Issues***

- Ben will check with Margaret Harrigan regarding employment data.
- Donna and Heather will edit document based on discussion.

***November Assembly Meeting Agenda***

***Review Distinguished Prefix Guidelines***

- ASEC will meet with this Ad hoc Committee to discuss this document at the November 1, 2011 ASEC Meeting.

***Committee Composition//ASM working definition***

- ASEC reviewed the ASM working definition of "student life, services and interests." Heather and Nik, representing ASEC on the Ad hoc Committee on Institutional Shared Governance, will report ASEC's suggestion to that committee.
- Discussion of the composition of university committees: ASEC reviewed the following committees and Heather and Nik will share their recommendations with the Ad hoc Committee:
  - Bicycle-Pedestrian Sub-Committee
  - Campus Diversity and Climate committee
  - Campus Planning Committee
  - Campus Transportation
  - Dean of Students
  - Fraternities and Sororities
  - Health Care Advisory
  - Recreational Sports Board
  - Undergraduate Recruitment, Admissions and Financial Aid, Committee
  - UAPC (University Academic Planning Council)

- University Assessment Council

### ***Retirement Numbers of Academic Staff***

Since data is not readily available, ASEC decided to table this issue.

### ***Next ASEC Meeting, October 27, 2011 - for decision***

- Guests: Steve Stern (Donna will be out of town, Jeff will not be here.)
- Personnel Issues Review
- Priorities Assembly Feedback – ASEC members asked to bring their notes for discussion
- November Assembly Meeting Agenda
- Next ASEC Meeting, November 3, 2011 - for decision
- Convene in Closed Session Pursuant to Wisc. Stats. 19.85 (1) (c)
  - Committee Appointments
  - Library Director Search and Screen
- Reconvene in Open Session

### ***Convene in Closed Session Pursuant to Wisc. Stats. 19.85 (1) (c)***

- Committee Appointments
- Nominating Committee
- CNCS Liaison
- HR Redesign Advisory Committee

### ***Reconvene in Open Session***

### **PROVOST UPDATE:** Paul DeLuca

Discussed the following:

- Center for Equal Opportunity Report and UW-Madison's admission policies.
- Budget Lapse

### **GENERAL REPORTS**

#### **Chair** – Heather Daniels

- Will meet with Engineering CASI
- Participated in MASA Brown Bag panel discussion of three important issues affecting UW-Madison and academic staff.
- Along with Donna, met with Steve Stern, who suggests ASEC invite Adam Gameron, from the Faculty Compensation Committee to discuss academic staff and compensation. He will join ASEC on December 1, 2011.

#### **Secretary of the Academic Staff** – Donna Silver

- Attended the University Committee for discussion on HRS and May Health Insurance Deductions.
- Office now has access to the Query Library.
- Attended the Committee on Women in the University meeting.
- Met with Human Resources Working Group Subgroup to support managers/supervisors
- Update on the Excellence Awards.

*Meeting Adjourned at 4:25p.m.*

*Minutes submitted by Donna Silver, Secretary of the Academic Staff*