

Minutes
Academic Staff Executive Committee
2:00 p.m. to 4:30 p.m.
Thursday, November 3, 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, Valli Warren

Others Present: Paul DeLuca, Bruce Maas, Melissa Amos-Landgraf, Margaret Harrigan, Lynn Haynes, Steve Lund, Phyllis Weisbard

Call to Order/Agenda Review

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

PROVOST UPDATE: Paul DeLuca

- Discussed Veterinary Medicine Dean Search and Screen; requested nominees from ASEC.
- Discussion on revision of the Distinguished Prefix Title Guidelines.

GUEST: Bruce Maas, Chief Information Officer

- Provided an update on Administrative Excellence and the strategic and tactical plans for savings in IT.
- Recognized the importance of transparency and involving governance in the planning process.

GUESTS: The Distinguished Prefix Ad Hoc Committee

- Heather explained that the goal is to present revised *The Distinguished Prefix Title Guidelines* document to the Academic Staff Assembly in December and move toward implementation in Spring 2012.
- Donna will send a revised document based on the discussion to the ad hoc committee and ASEC.

ANNOUNCEMENTS/Good Works

Academic Staff member, Margaret Harrigan, Senior Policy Analyst, from Academic Planning and Analysis, received the Women's Philanthropy Council's (WPC) Champion Award and announced that she will donate \$5,000 to enable more academic staff to participate in professional development and improve their effectiveness at work.

BUSINESS

Review Existing Personnel Issues

November Assembly Meeting Agenda

Next ASEC Meeting, November 10, 2011 - for decision

- Guest: Aaron Brower
- December Assembly Agenda – for discussion
- Next ASEC Meeting, November 17, 2011 - for decision
- Convene in Closed Session Pursuant to Wisc. Stats. 19.85 (1) (c)
 - Committee Appointments
 - Library Director Search and Screen
 - Veterinary Medicine Dean Search and Screen
 - HR Design Work Teams
- Reconvene in Open Session

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

- Library Director Search
- Dean of Veterinary Medicine

Reconvene in Open Session**GENERAL REPORTS****Chair** – Heather Daniels

- Received lay-off data from APO and will forward to the CEBC.
- Joint CASI/ASEC meeting provided a forum for a wide-ranging discussion of academic staff issues and concerns. General feeling was to plan a meeting twice per year.
- Excellence Awards update.
- Shared Governance Committee update.
- Representation on the Employee Categories Working Group

Secretary of the Academic Staff – Donna Silver

- Contact from the University at Buffalo shared best practices regarding academic staff programs.

Meeting Adjourned at 4:30 p.m.

Minutes submitted by Donna Silver, Secretary of the Academic Staff