

Minutes
Academic Staff Executive Committee
2:00 p.m. to 4:30 p.m.
Thursday, January 5, 2012
67 Bascom Hall

Members Present: Daña Alder (Vice-Chair), Marwa Bassiouni, Heather Daniels (Chair), Denny Hackel, Jeff Shokler, Jim Steele (by phone)

Others Present: Paul DeLuca, Adin Palau, Alice Gustafsen, Jake Connell

Absent: Nik Hawkins, Jim Maynard, Ben Rodriguez

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 from Thursday, December 22, 2011, approved with corrections.

PROVOST UPDATE: Paul DeLuca

Highlights included:

- Has approved the new distinguished prefix guidelines which will supersede the 1992 guidelines.
- Update on Administrative Excellence Advisory Meeting. Discussed the need for creation of broad policies while basing specific decisions on precedence.
- Update on searches:
 - Library Director: not started yet
 - Dean for SOHE: on schedule
 - Dean for Veterinary Medicine: getting started
 - Director of the Nelson Institute: underway

GUEST: Adin Palau, UW-Madison Recruitment Manager

Presentation focused on an overview of the OHR Recruitment Toolkit: <https://recruitment.wisc.edu/>
A suggestion was made to feature this tool during a session of the March 22, 2012 Academic Staff Institute.

GUEST: Alice Gustafsen, Office of the Vice Chancellor for Administration

Alice reviewed the chronology of the Administrative Excellence Initiative as well as the project structure. Highlights:

- The Initiative has a new communications person who will maintain the website and focus on communications with the university community (campus forums, articles, etc.).
- The first wave of work teams (characterized as tactical) is currently being launched. The second wave projects are currently under review and will focus on infrastructure issues (policies, decision-making processes and resource allocations).
- Also underway: discussions to identify rewards and incentives for moving forward and sustaining projects.

GUEST: Jake Connell, Office of the Secretary of the Academic Staff

Jake proposed to ASEC that future communication from OSAS regarding welcome to new academic staff be conducted electronically.

- Denny will communicate with Mark Werner to see if the data supplied for this mailing include the new academic staff member's district rep and email address.
- Heather will work with Jake on a new letter which will include links to key websites, i.e., MASA, ASPRO, Mentoring and "Get Involved in Governance."
- At some point in the future, new staff will receive a resource governance booklet (currently being developed by the Ad hoc Committee on Orientation Materials) via campus mail.

BUSINESS**Distinguished Prefix Roll-Out**

Ideas mentioned included:

- Work with Steve Stern to make announcement at a chairs breakfast.
- Work with Steve Lund to notify deans and directors of academic staff with 10 years of experience who may be eligible for distinguished prefix.
- A presentation to the Leadership Council.
- Send this information to all academic staff.

HR Design Updates

- Heather requested that ASEC members hold the morning of January 19, 2012 for a meeting with the academic staff representatives on the HR Design Work Teams.

UW System Legislative Committee

ASEC will discuss this further next week.

- Jeff raised concern that ASEC may not have the time to monitor this committee.
- Discussed possible solutions such as forming an ad hoc committee or appointing a specific individual to follow meetings.

UW Senate Resolution

- The University Committee has requested that ASEC write a resolution.
- Goals of the Assembly resolution: describe the social compact between legislature and the university. Include importance of having the university reinvest savings back into education.
- Should be stated in affirmative language.
- Could profile academic staff using Russell Dimond's data.

February Assembly Agenda

- Preliminary review; further discussion next week.

Next ASEC Meeting, January 12 2012 - for decision

- Guests: François Ortalo-Magné, Dean School of Business and Bob Mathieu, Astronomy Department Chair
- February Assembly Meeting - for decision
- Review Distinguished Prefix Guidelines
- UW Senate Resolution
- UW System Legislative Committee
- Next ASEC Meeting, January 26, 2012- for decision
- Convene in Closed Session Pursuant to Wisc. Stats. 19.85 (1) (c)
 - Committee Appointments
 - Nominating Committee Slate
 - SFBAC (System Fringe Benefits Advisory Committee)
- Reconvene in Open Session

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

- Committee Appointments
 - Student Hearing Examiners Committee
- Nominating Committee Slate
- SFBAC (System Fringe Benefits Advisory Committee)

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

Attended University Committee Meeting and provided the following update regarding the ASM Governance Proposal to the UC:

- UC recommended that the Health Care Advisory Committee's membership composition remain as is, with a student serving as co-chair.
- Composition of the Recreational Sports Board will be as follows: four students, three academic staff, two faculty, and one person from CNCS.
- Bicycle-Pedestrian Subcommittee to the Transportation Committee will have equal representation from governance groups.
- UC voted down the request for students of have voting rights on the UAPC.

The Ad hoc Governance Group will meet later in January.

Heather announced that she will be out of town from March 6-13, 2012 and asked ASEC members if anyone would be interested in attending the UW System Reps meeting on March 9, 2012.

Meeting Adjourned at 4:30 p.m.

Minutes submitted by Donna Silver, Secretary of the Academic Staff