

Approved 6/21/12

**ASEC Minutes
2:00-4:30 Thursday, June 14, 2012
67 Bascom Hall**

Members: Heather Daniels, Robert Newsom, Heather McFadden, Marwa Bassiouni, Denny Hackel, Jeff Shokler, Daña Alder, Nik Hawkins

Guests: Dennis Ray, Steve Stern, Ruttanatip (Dang) Chonwerawong , Steve Lund

The meeting was called to order at 2:02 p.m.

ASEC minutes of Thursday, May 31, 2012 were approved with minor corrections.

PROVOST UPDATE: Paul DeLuca reported on the Critical Compensation Fund. The Provost's Office has received positive, solid comments from the Board of Regents but has heard very little response from faculty and staff at this point. In response to an ASEC inquiry regarding dollar amount difference between academic and classified staff minima(\$3000 vs. \$1500), Paul explained that this is a result of differences in the median salary. ASEC requested that the Provost's Office or APO distribute an explanation of reasons for this difference to inform staff and potentially diffuse concerns about the difference. ASEC also posed a question about concerns from deans and directors about implementing this. The Provost recognized that the biggest challenge is accommodating the 60% of faculty and staff who are paid from non-101 dollars. This accommodation will be easier over time as grant and award applications can be written to accommodate the awarding of critical compensation. ASEC recommended that 101/non-101 awards be tracked to understand the impact on different employee groups, an issue that is especially important to academic staff that is more likely to be supported from non-101 funds. ASEC also shared a concern that the examples are focused more on faculty rather than on the meritorious examples for academic staff. Steve Lund indicated that APO is developing a FAQ that will address this issue as well as other questions.

ANNOUNCEMENTS: Donna Silver will return on a part-time basis for the month of June 18-July 20. Jo Ann Carr will also continue in the office during this time period.

GUEST: Steve Stern: The Critical Compensation Fund represents the first time we have a response to individual salary needs that cuts across employee categories. The lack of a specific fixed due date provides time for those who need to shift funds around in grants and other non-101 revenue. Steve reiterated the importance of tracking data in order to identify the outcomes and understand the distribution of awards and the impact on equity. ASEC inquired about how we will know if this works. Steve responded both by looking at the impact on the number of adjustments made, the dollars allocated and average salaries as well as a 'softer' measurement that looks at issues of morale. ASEC also expressed the continued concern that select raises after five years without a pay plan will have an adverse impact on morale. This plan is designed to address the wide disparity in salaries since we cannot legally implement a pay plan. We need to think about the impact of the critical compensation fund if this becomes part of the norm in a time without a consistent pay plan. Steve asked that

ASEC and APO work together to communicate the long-term goals of the critical compensation fund to academic staff to assist in a wide spread understanding of this plan. Because of the limited tenure of the Interim Chancellor who cannot make commitments for a new Chancellor, it will be the role of the community to advocate the use of this tool in the future and/or other tools that allows us to recognize those who are working well and reward them. ASEC also expressed a concern regarding the differential energy expenditure regarding the implementation of this tool across all departments and units across the University. Steve Stern will focus on educating Deans, Directors, and Chairs about the use of this tool including the need to monitor implementation across the campus. APO has taken responsibility in the past for monitoring implementation of the pay plan and may be able to do an analysis after the fact. The CCF was discussed with Associate Deans for Administration and this topic will again be addressed with them at their next meeting. ASEC also asked why this was being implemented for faculty as well, since faculty needs have been addressed through the faculty high-demand fund. This is an additional initiative on the faculty side in partial response to the Faculty Compensation Commission because the high-demand fund can only address a small portion of faculty.

GUEST: Steve Lund: Steve shared the June 8th HR Design Advisory Committee Review and Recommendations which is being discussed with governance and administrative groups.

Employee Categories: The Advisory Committee is recommending that classified staff who are FLSA exempt be moved to academic staff. This would effectively remove collective bargaining rights for 1200-1400 people, 700 of whom were actually represented. The addition of 1400 academic staff would require the creation of new districts or a re-examination of district size.

The Council on Non-represented Classified Staff (CNCS) is planning to survey non-represented staff to determine their preferences regarding which employee category they are in and what the category should be called. The option for individual choices (e.g. grand-parenting) to be academic or classified staff has not been explored previously. CNCS is also consulting staff that are not exempt from overtime under the Fair Labor Standards Act (FLSA) regarding the appropriate category and name for this group. ASEC would like to consult with CNCS regarding the timing of the survey before taking action on this recommendation.

The Categories Team had also recommended that remaining classified staff be called University Staff and be provided statutory governance rights, so ASEC inquired about the impact on union members; Steve responded that they would have both governance and collective bargaining rights. UW System has not made recommendations regarding requiring a choice between collective bargaining or governance rights.

Before the June 21th meeting Denny Hackel will contact CNCS to determine their timeframe for surveying their members to help determine when a vote on these issues should be taken by ASEC.

Recruitment and Assessment: ASEC requested that item three of the document indicate that open recruitment would be the default practice for filling openings at UW Madison. ASEC

also requested greater clarification of the meaning of competency-based assessment and expressed the opinion that education needs to be provided to search and screen committees as well as to HR staff and hiring managers. Another recommendation was to make an explicit statement regarding the issue of permissive contractual transfer that no longer exists post Act 10.

ASEC asked for advice on the timeline for providing information to the Advisory Committees. Since Steve requested responses to recommendations be provided within two weeks ASEC will need to have additional meetings over the next two to three weeks to provide timely responses. ASEC requested information on the order in which they should prepare responses as well as expressed the need for brief summaries to be shared with the Advisory Committee, the Executive Sponsors, and the Academic Staff Assembly.

NEW BUSINESS

- **HR Design:** The HR Design Advisory Committee will be discussing the Benefits Work Team recommendations on Friday. ASEC's concerns include rolling personal holidays into vacation hours; changing the period for accruing sick leave as well as reduction of hours received initially; understanding the reason for a change in reporting windows; limiting carryover; defining leave share; implementing paid parental leave; and more information on the reason for leave banking at the 12th anniversary rather than at 10th anniversary. Steve Lund indicated that the Project Group and the Executive Sponsors would appreciate specific examples for each benefit as well as the agreement or alignment with UW System recommendations. ASEC needs to make certain that our comments at this phase in the process focus on those items that are critical to our constituency with references to those items that are less critical.

GENERAL REPORTS

Chair – Heather Daniels: The charge to the Ad Hoc Committee on Multiple Roles was revised and is now ready to send in order to recruit volunteers. PDRC funds are being used for Academic Staff Institute (ASI) and for scholarships for the Big Learning Event (BLE) to offer reduced registrations for academic staff. ASEC members requested that we examine the effectiveness of the BLE for academic staff and decide if this is a good place to allocate funds in the future.

Interim Secretary of the Academic Staff – Jo Ann Carr reported that the award ceremony for the 2013 Academic Staff Excellence Awards is tentatively scheduled for April 23. Thirteen even-numbered districts do not have representatives for 2012-2014. The 2012 Regents' Teaching Excellence Award was given to the L&S FIGS program led by Greg Smith.

Vice-chair: Daña Alder reported that Margaret Nellis promoted the active role of AS and students in governance as part of the SOHE Search and Screen.

Adjourned at 4:44 p.m.

Submitted by Jo Ann Carr, Interim Secretary of the Academic Staff