

**Minutes  
Academic Staff Executive Committee  
2:00 p.m. to 4:30 p.m.  
Thursday, June 21, 2012  
67 Bascom Hall**

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**Members Present:** Heather Daniels (Chair), Heather McFadden, Marwa Bassiouni, Denny Hackel, (via Skype) Jeff Shokler, Daña Alder, Nik Hawkins, Jim Maynard

**Members Absent:** Robert Newsom

**Guests:** Mark Walters, Argyle Wade

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

The ASEC minutes of Thursday, June 14, 2012 were approved with minor corrections.

**GUEST:** Mark Walters, Classified Personnel Office: The Advisory Committee has begun the review of the Benefits Workgroup report and will continue this discussion at a later date when the committee has obtained data to better understand the ramifications of their recommendations. Phase 2 work team recommendations were published on Tuesday. Over the next couple of months the project team will be synthesizing the recommendations and determine where more data is needed as well as the implications and costs of the recommendations. They are very interested in knowing how governance groups feel about the recommendations and, in addition to consulting during this summer; the project team will present a full proposal to governance groups in the fall. They are also working with UW System on a separate HR system to make certain that the UW Madison recommendations align with those of UW System. ASEC asked if the handouts from the Advisory Committee reflected all of the recommendations that are being considered for the final proposal. Mark responded that the handouts are intended to summarize and present the talking points for the major issues that have been put forward by the work teams. The draft proposal will have the full complement of recommendations that are being proposed so ASEC should read all the reports, understand the ramifications, and share concerns with the project team.

The reports are being reviewed in a sequence determined by the timing needed for implementation and/or by the level of detail contained in a specific report. The recommendations from the working teams for Recruitment and Retention needs to be implemented by July 2013 and the report from Benefits has a lot of detail that needs to be understood. The Benefits report also generated many comments regarding the nuances inherent in these recommendations so these are among the first reports being reviewed by the Advisory Committee. The implementation deadline for Recruitment and Retention means that the campus will take some risks in developing business processes and infrastructure with the assumption that UW Madison recommendations will be approved.

As we look toward market based compensation, the campus needs to consider the development of a more robust compensation function for those areas that do not have currently identified sources of market data. This will entail a complete study of the titling and compensation structure. ASEC asked about the potential of a survey of classified staff regarding the title for this group and the

integration of Fair Labor Standards Act (FLSA) exempt staff into academic staff. Mark replied that Council on Non-represented Classified Staff (CNCS) is creating a survey for all 4700 non-represented employees. ASEC reported on their meeting with Debbie Weber from CNCS and shared the concerns about the confusion generated by the early e-mail about HR design and the issue of non-represented versus represented staff. Mark indicated that an introduction to the survey could be provided by campus administration in order to make certain that those taking the survey understand these issues and how they could be impacted.

## NEW BUSINESS

- HR Design:
  - Response to Advisory Committee recommendations on moving exempt employees into academic staff:
    - ASEC supports the recommendation that Academic Staff at the University of Wisconsin-Madison be defined by FLSA exempt (salaried), non-faculty status under the following conditions:
      - Employees currently categorized as classified who will be moved into the category of Academic Staff as a result of this action agree to be re-categorized as Academic Staff;
      - Employees who do not wish to be re-categorized as Academic Staff are allowed to remain in the new employee category defined by FLSA non-exempt status and their positions grandparented until they become open/vacant - after which those positions will be categorized as Academic Staff based on FLSA exempt, non-faculty status per the recommendation.
    - Motion moved, seconded, unanimously approved.
  - ASEC supports the recommendation that staff currently categorized as classified be defined by FLSA non-exempt status, and that those employees be given the opportunity and authority to name their new employee category in a manner acceptable to the Executive Sponsors of the HR Design Project and governance groups.
  - Motion moved, seconded. Approved with one dissenting vote.
- ASEC supports the recommendation that governance rights be extended to the new employee category defined by FLSA non-exempt status (name to be determined, see Motion 2) under the following conditions:
  - Bargaining units representing members of the new employee category defined by FLSA non-exempt status may choose to continue collective bargaining and to be represented by a union. In the absence of an election or if the members of the bargaining unit do not choose to continue collective bargaining these individuals will be provided governance rights. Positions may *not* be concurrently represented through collective bargaining and through governance.

- Employees in this new category who do not have the opportunity to be in a collective bargaining unit (e.g employees currently identified as Confidential) will be extended governance rights.
  - Governance rights extended to the new employee category defined by FLSA non-exempt status should be set in state statute if at all possible, and if not possible such rights will be extended and maintained by UW-Madison institutional policy.
- Motion moved, seconded, unanimously approved.
- The Advisory Committee will discuss titling and compensation issues tomorrow. If they wish, ASEC should prepare addenda for each area in addition to responding directly to the Advisory Committee recommendations. ASEC will use the Assembly listserv over the summer to share information
  - Review of 2011-2012 Priorities: Progress was made in all areas.
  - Review of 2012-2013 Planning Meeting: The Planning Meeting is tentatively scheduled for August 16 at the Pyle Center. Jo Ann will contact Darin Harris about facilitating. Standing Committee chairs are being invited as they are named. For the agenda ASEC and SOAS will develop a list of those issues that ASEC is focusing on right now: AE, EI, HR design; and consider how specific committees can assist in some of these issues. During the planning meeting we will emphasize the importance of committees operating independently in their areas of responsibility. We will also stress the importance of having a member from committees attend each ASEC meeting given the topics being discussed in the coming year. This attendance will be especially important for PDRC, PPPC, Communications, and CEBC.
  - Review of Chancellor's letter on Academic Staff Governance: ASEC recommended a number of changes and a final draft will be discussed at the June 28 meeting.
  - Convene in closed session pursuant to Wis. Stats. 19.85 (1)(c), and (f)
    - Committee Appointments: The Nominating Committee's recommendations for Area Review Committees were approved and will be forwarded to the Chancellor.
    - Task Force Appointments: Academic Staff in Multiple Roles-Heather sent a request for volunteers for this task force on Tuesday, June 19.
  - Reconvene in Open Session

## GENERAL REPORTS

Chair – Heather Daniels: APO is developing a FAQ on Critical Compensation to which Russell Diamond has responded. Heather and Jeff attended the University Committee meeting on Monday.

Interim Secretary of the Academic Staff – Jo Ann Carr: Donna is back Monday, Tuesday, Wednesday and Friday mornings. The online submission database for grant proposal and award nominations should be ready for use in the fall. The office is developing schedules and draft agendas for ASEC and ASA for 2012-2013.

**Liaison Reports:**

Administrative Excellence: The Policy on Policies Committee met with the group but did not explain that their scope has been constrained. They are going to hire a coordinator to coordinate the presentation of Administrative polices. Enterprise Information Technology Decision Making, chaired by Steve Hahn, is reviewing instructional technology issues.

Adjourned at 4:09 p.m.

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