

**Minutes**

**Academic Staff Executive Committee**

**1:30 p.m. to 4:00 p.m.**

**Thursday, July 8, 2010**

**67 Bascom Hall**

**Present:** Daña Alder, Heather Daniels (Chair), Charlene Krembs, Mary Ray (Vice-Chair), Ben Rodriguez, Jim Steele, Valli Warren

**Absent:** Donna Silver, Eric Bauman, Carla Love

**Others Present:** Paul DeLuca, Carla Raatz

**AUTOMATIC CONSENT BUSINESS**

Minutes from July 1 were approved.

**PROVOST UPDATE**

Research Reorganization -- 3 phase effort; general boundary conditions established last Spring. Establish & recruit VC for Research is the first phase:

- Needs System approval. This has been done & salary range attached.
- A search firm will be utilized since it can be challenging to create adequate/ideal pool without utilizing a Search Firm. This will be more costly but important for getting an adequate pool. Firms are better at revealing things that may not come out otherwise.
- System has listing of pre-approved Search Firms. There are 5 available which are currently being evaluated. We want a firm that has searched for this type of position before at comparable institutions to ours. Paul has worked with Maury to create template for evaluating the firms. This is a governance committee search, and the UC is engaged in this process.
- Have created draft PVL. Rebuilt org chart to reflect actions of Faculty Senate.
- Paul would prefer us to recommend 4-5 plus names of individuals (in rank order) for the search committee to him and the UC. Big part of position is industry related effort/focus in non-federal agencies (industrial contracts). Paul to meet with UC & Musolf next week regarding this, so action needed quickly. Contact Maury to look at draft of PVL. VC Research & Dean of Grad School -- major focus will be Research Enterprise. The largest stakeholders are biology researchers with other players being WARF along with MIR & Research Park. Dir. of MIR probably appointed to search committee as ex-officio. Search committee may be around 20. Would be nice to have a potpourri of names for Paul.

General time-frame for VC Research & Dean Grad School:

- Prelim work over next 2 weeks. Form committee & establish Chair and will then appoint search firm. Go active live Sept. 1. Nice to have someone here sometime in the Spring semester 2011. Will need someone with a strong academic background. Will also have a faculty appointment.
- Try to get Paul names for the search committee by end of next week.

Donna will manage search for CIO (position would probably not require a tenured faculty member). Hope to start this process in early September.

**GUEST:** Carla Raatz, HRS Update

Carla handed out powerpoint slides related to HRS update

- They are currently in the system testing phase. Integrated testing will be done Sept-Oct. Plan is still to go live April-June 2011
- Plan is to go live for all campuses at same time
- Student Hourlies will start in self service and then classified staff
- Talent Acquisition Mgmt module is being developed at UWEC. It will not be used by UW-Madison. We will build our own front-end system (Job Employment Management System or JEMS).
- Work Flow Project: working on models to give to divisions. They will then decide their models. Pushing for some standardization across school/colleges
- Supplemental Systems == over 400 identified. May be Aug/Sept before some test tables would be ready.
- Writing new governance policy for access to data.
- Working on portal to look at benefits, earnings, etc.
- Service Center Transition -- consultant working with team. Looking at staffing now and what we will need in the future. (at Go-live + 1-2 years after.) Not sure staffing impact at school/dept.
- So far within budget and on-time. We payroll 1.9 billion/year

**ANNOUNCEMENTS/GOOD WORKS:** none

**COMMITTEE CHAIR REPORTS:** No committee chair reports

Noted:

New co-chair for Communications Committee is Bob Rettamell.

Jenn Sheridan took over as chair for Luanne von Schneidemesser for the Nominating Committee.

**BUSINESS:**

Closed session

ASEC discussed shared governance committees and which should be asked to report out to the Assembly.

Committees noted for Assembly reporting:

- Athletic Board
- Campus Diversity & Climate Committee
- Campus Transportation Committee
- Campus Planning Committee
- Committee on Women in the University
- Committee on Retirement Issues
- Gay, Lesbian, Bi & Trans Issues
- Labor Licensing Policies

Other possibilities:

- Health Care Advisory
- Information Technology Committee
- Undergraduate Recruitment, Admissions & Fin Aid

Think about what ones we want to report to ASEC for next meeting.

Governance Participation Letter: Possibly change first sentence. Heather will revise.

Budget Committee was drafted by Heather and discussed. Mary will revise and send to ASEC.

New Rep Orientation Luncheon --  
Friday, Aug. 13th, 11:00am - 1:30pm

Mary volunteered to help plan it along with Charlene and Valli.

Content ideas:

- Standing committee chairs are invited to talk about their committees

Other ideas:

- upcoming issues
- expectations
- highlights of accomplishments; hot topics
- have reps break into small groups to talk about questions; expectations

Lisa Jansen could talk about getting most out of the listserve

Mary will draft content list and send to ASEC. Heather will send ASEC Jo Ann's PowerPoint.

**July 22 Agenda:**

Search committee appt

Budget committee

Orientation

Governance committees

Mary to report on Steve Lund and Asst Dean Title & Job Security issues update.

**GENERAL REPORTS**

Heather & Donna will meet with SC Chairs.

Dana is encouraging Russell Dimond to present at UWS AS Leadership Conference in August.

Heather will send follow-up email to Russell.

*Meeting Adjourned at 4:00 p.m.*

*Minutes submitted by Charlene Krembs*