

Minutes
Academic Staff Executive Committee
1:30 p.m. to 4:00 p.m.
Thursday, December 2, 2010
67 Bascom Hall

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

Others Present: Steve Stern, Vice Chancellor for Faculty and Staff, Trici Schraeder

Call to Order/Agenda Review

The meeting was called to order by Chair, Heather Daniels at 1:30 p.m.

Automatic Consent Business

ASEC minutes of Thursday, November 18, 2010 were approved.

Good works

- School of Education organized book and bake sale to kick off the Partners and Giving Campaign.
- School of Education donated boxes of old diploma covers to ASEC for awards.

Mentoring Committee – Trici Schraeder

- Assembly Reps will vote in December to incorporate Mentoring Committee into ASPP as a standing committee
- MASA brown bag announcements have been sent to mentors and mentees.
- Committee is planning a large group activity for the Spring semester
- Mentors and mentees will be encouraged to participate in the February Academic Staff Institute
- Angie White re-joined the committee
- Daña suggested providing an end of year participation survey to evaluate the mentoring experience in terms of the frequencies of meetings and activities.

Guest: Steve Stern, Associate Vice Chancellor for Faculty and Staff

- Collecting data on costs for a 4th step and/or distinguished title initiative.
- Preliminary findings include approximately:
 - 2,200 academic staff with senior or senior equivalent titles
 - 450 individuals have had these titles for 10 or more years
 - 80 people move into these titles a year
- Fact sheet will be ready for distribution sometime in January.
- If the initiative proceeds, implementation would likely need to be incremental.
- Met with Bob Lavigna and Steve Lund. All three of them will meet with UW System HR to begin a conversation exploring future promotion options and flexibilities.
- Job Security Survey from last year will be available soon. ASEC will invite him and Steve Lund to attend when PPPC presents their report.
- Will co-chair UW- Madison Provost's Human Resources Work Group with Bob Lavigna.
- Daña thanked Steve for working on behalf of academic staff.

BUSINESS***Motion to convene in closed Session pursuant to Wisc. Stats. 19.85 (1) (c)***

- CALS and IES (Institute for Environmental Studies) Searches
- ASEC Members
- Standing Committees

Charge for New Ad-Hoc Committee

ASEC members agreed upon the following charge for the new Ad Hoc Committee to Oppose Unit Clarification:

The Ad Hoc Committee to Oppose Unit Clarification shall develop and implement strategies to prevent assignment of academic staff to existing bargaining units through unit clarification. The Ad Hoc Committee shall present proposed strategies to ASEC for its approval and assistance in implementation. The Ad Hoc Committee shall work in coordination with other governance committees and other opponents of unit clarification.

ASEC will approve the charge at their next meeting.

ASI Update

- Keynote will be given by the Chuck Pruitt, President of the Board of Regents
- Planning for 3 concurrent sessions with 4 programs in each slot including:
 - Relaxation
 - Budget
 - History of Governance
 - Panel of Higher Education Reporters
- Promote event after the holidays
- Planning committee will apply for a professional development grant to help defray registration costs

Plan Joint CASI/ASEC Meeting

Heather will draft an email to send to the CASIs and ask Marc to set up a doodle poll for a joint meeting in January.

Tracking Academic Staff Issues

Heather distributed template for ASEC members to review at the next meeting

- Discussion will include: additional topics, layout and what documents to link to.
- She will work with Marc about the best way to put this up on the Academic Staff website.
- It was suggested that a process be created for maintaining archives.

Clarify and Communicate Layoff Information to Academic Staff

- The question was raised regarding how and when these issues should be communicated to academic staff.
- Discussed the possibility of sending something to the employees that would be separate from the letter and the employee receiving ASPP.
- Encourage APO to work with HR units at schools to inform academic staff about procedures.
- Information should be available for: employee assistance, ombuds office and CASIs.
- Heather will distribute a list to CEBC to explore.

Next ASEC Meeting December 9, 2010 – for decision

Guests: Bret Vlach and Kim Nolet from Labor Licensing
Provost Report - Eden Inoway-Ronnie

- Motion to convene in closed Session pursuant to Wisc. Stats. 19.85 (1) (c)
 - CALS and IES (Institute for Environmental Studies) Searches
 - University and Standing Committees
- Tracking Academic Staff Issues
- Discuss Letter from Diversity Forum Panel
- Approving ad hoc committee and charge
- Transportation resolution (Mary will draft and send to ASEC)
- Meeting schedule during the holidays (bring calendars)
- Prepare for ASA Meeting
- Next ASEC Meeting - for decision

GENERAL REPORTS***ASEC Chair – Heather Daniels***

- Brown bag on Tuesday was well received. MASA brown bag on Wednesday, December 8, 2010 will focus on: challenges facing the UW-Madison, UWS and the State.
- UC adjusted the duties of the WARF Committee to reflect regular meetings with ASEC.
- Heather along with Donna met with Steve Stern earlier this week.
- Met with Darrell; anticipates more ad hoc meetings regarding the budget in the future.
- Proposal for creating a Friend of Academic Staff Award to be given at the Academic Staff Institute.

Secretary of the Academic Staff - Donna Silver

- Mary has returned to work half time.
- Received confirmation that Marc can continue to support the office until the CIO search is completed
- Met with the Communications Committee and Districting and Representation Committee about implementing district email listserves. They hope to have an orientation for Assembly reps at the February Meeting.
- Met with Steve Lund to discuss a future workshop regarding appeal/grievance/hearing processes.

Meeting Adjourned at 4:00 p.m.

Minutes submitted by Donna Silver, Secretary of the Academic Staff