

Minutes

Academic Staff Executive Committee

1:30 p.m. to 3:30 p.m.

Thursday, September 3, 2009

67 Bascom Hall

Members Present: Daña Alder, Jo Ann Carr, Heather Daniels (Chair), Charlene Krembs, Carla Love, Valli Warren

Absent: Mary Ray

Call to Order/Agenda Review

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

Automatic Consent Business

ASEC minutes of Friday, August 28, 2009 were approved with several corrections.

ASEC's Response to the Chancellor's letter to the faculty

Jo Ann moved and Daña seconded that the committee move into closed session for this discussion.

Provost Report: Paul DeLuca

Paul mentioned that his office sent out a follow-up letter via email about the Madison Initiative for Undergraduates (MIU) proposal guidelines to Deans, Department Chairs and Academic Program Directors, and all Faculty and Academic Staff.

- Donna will check with Eden to see how these letters get distributed to ensure that Academic staff receive them.

Paul also reported that he is currently working to facilitate the approval process of the new hires in Letters and Sciences (these include Faculty, Instructional Academic Staff and TAs) that have resulted from the implementation of MIU.

He encouraged ASEC to invite Jocelyn Milner, from Academic Planning and Analysis to report on the metrics system her office has developed to measure the impact of the MIU. *{The minutes were approved as written however, this clarification was provided at a later date: He encouraged ASEC to invite Jocelyn Milner to report on the metrics system her office is developing to measure the impact of the MIU.}*

Heather asked about how the town hall meetings related to the reorganization of the research enterprise on campus were being announced. Paul said that he has scheduled them across campus. He is trying to make sure that those who will be impacted by the reorganization attend.

Standing Committee Reports

Communications Committee—

Heather reported that the co-chairs of this committee will be joining ASEC next week to discuss their plans for the website and other communication strategies.

Chair Report –Heather Daniels

- Heather mentioned that she forwarded Wayne Feltz's name to the Nominating Committee as someone who might be nominated for the one-year slot opening on ASEC.
- She asked for ASEC volunteers to attend the CIC Association of Professional Staff Councils conference on October 18-19. Jo Ann said she would attend and Carla said she would check her calendar to see if she could attend as well. Donna said her office would support their travel and expenses.
- She informed ASEC that a RA task force is being created and that Academic Staff will be included on the committee.
- Heather suggested, and ASEC agreed, that ASEC partner with the Grad School CASI in providing information sessions about the reorganization of the university's research enterprise. Heather will go to their planning meeting and report back to ASEC.

Heather then left to attend another meeting and Jo Ann took over as chair.

Announcements/Good Works

Daña mentioned that University Health Services is having an Alcohol Task Force Symposium featuring a talk by Kevin Strang. She will send out the link to ASEC members and encouraged us to attend.

Secretary of Academic Staff Report—Donna Silver

- John Mather has agreed to join ASEC in October and will present his Ombuds report to the Assembly in November. He also was interested in collaborating on the ASEC statement to the Provost on campus climate issues arising from the reorganization of the research enterprise.
- Donna updated the committee on the progress of the PA search.
- She confirmed that her office is working with catering for the September Assembly meeting reception, which will be sponsored by MASA.
- Donna also reported that she was interviewed from Wisconsin Week and mentioned ASEC's 5 priorities for the year.
- Lastly she relayed her experience at the new employee orientation and how she spoke to Don Schutt about integrating information regarding shared governance into the program.
 - Jo Ann suggested that we might ask Don about the possibility of creating a brief (15 minutes) break out session for Academic Staff on governance.

Statement on Campus Climate Issues

ASEC acknowledged their thanks to Dennis Ray for drafting the initial statement. Donna will contact Lindsey Stoddard Cameron and John Mather to see if they would be interested in working with Dennis in creating a succinct message to the Provost regarding “Climate questions arising from the reorganization of the research enterprise.”

Planning for the Assembly Meeting

Slight changes were made to the agenda, which Donna will send out to the Assembly at the close of this meeting. Jo Ann will give more thought to the orientation process and seating arrangements of Reps by like-districts. She will have her student create name-tags for the Reps. ASEC members will arrive early (a little before 3 p.m.) to help put up signage in room 272.

Donna will send out the following attachments to the Assembly—

Today: the Agenda and Minutes from the last meeting

Next week: Standing Committee Annual Reports, Assembly and ASEC meeting schedule for the year, and copies of both the Chancellor’s letter to Faculty and ASEC’s response to the Chancellor.

Follow-up on Planning Meeting

Each ASEC reps agreed to serve as a point person for one of the 5 priority areas:

Furloughs: Charlene and Valli

Collective Bargaining: Heather

Operational Effectiveness: Carla

Policies and Procedures: Daña

Communications: Jo Ann

Donna will further revise the document based on this follow-up discussion.

Next ASEC meeting agenda (9/10)

- Meeting with Steve Stern
 - Donna will communicate with him that we would like to hear about
 - The Chancellor’s letter to the faculty
 - Research Centers reorganization process
 - Update on Instructional Leave Policy
 - Climate Issues
- Revisit Planning meeting
- Assembly Meeting Orientation

Neither Charlene nor Daña will be able to attend the meeting next week. Donna will check with Mary Ray to see if she is planning on coming to the meeting, if not we will not have a quorum and will have to cancel the meeting.

Meeting Adjourned at 3:05

Minutes submitted by Donna Silver, Secretary of Academic Staff