

**Minutes**

**Academic Staff Executive Committee  
1:00 p.m. to 3:00 p.m.  
Thursday, January 28, 2010  
69 Bascom Hall**

Members Present: Daña Alder, Eric Bauman, Jo Ann Carr (Vice-Chair), Heather Daniels (Chair), Wayne Feltz, Charlene Krembs, Carla Love, Mary Ray, Valli Warren

Others Present: Steve Lund

**Call to Order/Agenda Review**

The meeting was called to order by the Chair, Heather Daniels at 1:00 p.m.

**Automatic Consent Business**

ASEC minutes of Thursday, January 21, 2010 were approved.

**Guest: Steve Lund, Director, Academic Personnel Office**

- Steve explained UW-Madison will be hosting the National Science Olympiad, in May of 2011, noting that those dates conflict with the mandatory furlough day.
- ASEC voiced no objection to changing the mandatory furlough day from May 20, 2011 to May 16.

**Business**

- Motion was made and seconded to convene in Closed Session pursuant to Wis. Stats 19.85 (1) (c), to discuss:
  - Creation of a Nominating Committee election slate
- Motion was made and seconded to move out of Closed Session.
- ASEC Members hope to finalize the slate on February 4, 2010
- Textbook Resolution
  - Daña to contact Associated Students of Madison (ASM) to explain that ASEC feels there are more effective ways of communicating the impact of textbooks on students than the proposed resolution.
  - Carla will work with ASM to explore possible options:
    - Future Academic Staff Assembly Meeting presentation
    - Develop a workshop for instructors, librarians, advisors and IT staff
- Standing Committee Chairs Meeting with ASEC
  - Two joint meetings per year are worthwhile and should be continued.
  - January meeting to be set at the August Planning meeting.
  - Suggestion was made to provide a separate orientation for new Assembly Representatives and Alternates:
    - ASEC will work to plan orientation this summer for next fall
    - Meeting to include refreshments
- Meeting with Provost, ASEC and Ad Hoc Committee on the Research Enterprise
  - ASEC commended Ad Hoc Committee on its work and noted they were straightforward in their discussion with the Provost.
  - Key point made: Follow-through to address existing problems is needed.
  - Heather to write a letter to the Ad Hoc Committee members' supervisors thanking them for supporting the shared governance process.

- Unit Clarification Resolution was discussed. Heather to send out a draft to Committee requesting edits for presentation to Assembly in February.
- Welcome Packet for new Academic Staff
  - Donna to contact CASIs and Mentoring Committee to obtain a sample distribution package.
  - Materials to be reviewed: volunteers will take on the task of sifting and winnowing the information that is currently provided.

### **February Assembly Meeting Agenda**

- Agenda was reviewed.
- Donna will arrange for meeting to be digitally recorded.
  - After discussion, decision was made not to post these recordings on the website at this time.

### **Next ASEC Meeting Agenda 2/4/10**

- Don Nelson, Assistant Director, State Relations will be our guest
- Eden Inoway-Ronnie to update in Provost's stead.
- Motion to convene in closed Session pursuant to Wisc. Stats. 19.85 (1) (c)
  - Nominating Committee Slate
- Craft Unit Clarification Statement for Assembly Approval in February
- Discuss New Academic Staff Welcome Packet
- Furlough Day of Service
- Review Draft Leadership Institute
- Communication Matrix Update – Mary Ray
- Next ASEC Meeting February 18, 2010 – for decision

### **Chair Report: Heather Daniels**

- Met with the University Committee and Eden to discuss Furlough Day of Service.
  - Eden was excited about the idea.
  - The UC will take it under consideration.

### **Secretary of the Academic Staff Report: Donna Silver**

- Chancellor will meet with ASEC on April 22, 2010 and Assembly May 10, 2010.
- Appeals Committee has elected Barb Gerloff as co-chair. They will develop a standard form for filing a grievance online.

### **Liaison Reports**

#### **Board of Regents: Valli**

- UW- Madison hosted the December Board of Regents Meeting
- The Chancellor addressed the Regents and stated that in order to maintain high rankings the University is going to need more flexibility to recruit and retain top talent.
- Regents' goal is to have a new policy in place regarding affordable textbooks when federal rules take effect in July 2010.
- UW-Madison's student chapter of We Conserve was mentioned as a successful model in discussion of UW's energy conservation efforts.
- January Meeting update: the Chancellor and John Wiley spoke in support of collaborating with UW-Milwaukee in shared research projects.

#### **UAPC: Mary Ray**

- Approved the creation of the J.F. Crow Institute for the Study of Evolution.
- Approved renaming Ag. Journalism major as "Life Sciences Communication."
- Approved discontinuation of the MS/PhD in Environmental Monitoring.
- Received copies of revised program review and joint review guidelines.
- Received copies of the academic program approval overview and the regent policy on academic planning and program review.

**Digital Measures: Charlene**

- Viewed the demonstration/preview of the product on December 16, 2009.
- Demo is available at: <http://www.digitalmeasures.com/aifdemo/>
- Data from Activity Insight could be helpful for activities like performance and merit reviews as long as policy and process are reviewed well, this could be positive for academic staff.
- Campus contact groups will meet again early 2010.

*Meeting Adjourned at 2:58 p.m.*

*Minutes submitted by Donna Silver, Secretary of the Academic Staff*