

*Minutes- Approved 7-1-10*

**Minutes  
Academic Staff Executive Committee  
1:30-4:00  
Thursday June 10, 2010  
67 Bascom Hall**

**Members present:** Daña Alder, Jo Ann Carr (Vice-Chair), Heather Daniels (Chair), Wayne Feltz, Carla Love, Valli Warren,

**Absent:** Eric Baumann, Charlene Krembs, Mary Ray

**Others present:** Eden Innoway-Ronnie, Jim Steele

**Call to Order/Agenda Review:** The meeting was called to order by Chair, Heather Daniels at 1:30 p.m.

**Automatic Consent Business:** Approved ASEC minutes of Thursday, May 27, 2010.

**Provost Update: Eden Innoway-Ronnie:** PVL for new Director of DCS is underway. Draft position description being developed for Vice-Chancellor for Research for submission to UW System for approval for filling. Nancy Mathews selected as Director of the Morgridge Center, she wants to emphasize the role of students in the fulfillment of the Wisconsin Idea. The Provost's Office staff is discussing priorities and projects for the coming year. Heather inquired about a report that the Chancellor is going to hire a consultant to look at budget issues. Eden noted that other universities have worked with consulting on identifying efficiencies and cost savings. The Chancellor has some initial interest in the potential for exploring this approach. Daña inquired about interest from Dane County Supervisors in discussing animal safety issues with the Chancellor as they explore the formation of a committee on the ethics of animal research. Eden reported that this letter has just been sent from the Chancellor's office to the Dane County Board. Eden also updated ASEC on developments in the sheep compression incident. 2012 will be the 100<sup>th</sup> anniversary of the Wisconsin Idea and ASEC should begin thinking about what we could do to make note of this event.

**Announcements/Good Works:** Congratulations to UHS on its 100<sup>th</sup> anniversary!

**Assembly Standing Committee Chair Reports**

**Professional Development and Recognition Committee – Rick Burnson/Carol Hulland:** Are exploring a new category for professional development grant funds for co-sponsorship of speaker or conference with applications accepted on a rolling basis. They are finalizing their process and plan to implement in the Fall.

**Ad Hoc Committee on Collective Bargaining – Russell Dimond:** The Committee met with WPEC to discuss ways in which to present their information. The committee is concerned that they are not willing to make a distinction between unit clarification and unionization. WPEC feels that this has to be decided before unionization can occur. Also noted was the excellent article in *Capital Times*. Daña noted that the members of this committee are doing an amazing job. We should ask the committee do a presentation at a Fall Assembly meeting.

**Business**

- Motion to convene in closed Session pursuant to Wisc. Stats. 19.85 (1) (c)
  - Academic Staff Appointments to:
    - Personnel Classification Committee:
    - Textbook Committee:

- Approve charge for Task Force on Recognition of Academic Staff Contributions: Amend charge to spell out ASEC. Carr/Love moved and seconded as amended. Motion passed.
- Approve charge for Task Force on Orientation Materials: Warren/Alder moved and seconded as amended. Motion passed.
- Review draft CASI letters and spreadsheet listing active CASIs:
  - Many unknowns on CASI spreadsheet on status of CASI in multiple areas. Wayne will add contact information on Deans and Directors for those that are dormant or unknown. We will ask Mary J. to call the Dean/Director in these units to determine if they have a CASI.
- Follow-up on Performance Planning discussion: ASEC members discussed some current practices regarding performance review and planning. Documentation of performance reviews is important when performance is in need of improvement. The message that performance reviews are important to climate in the recognition of positive performance and to departmental/unit effectiveness when performance is in need of improvement. The need to have performance planning have a goal setting focus is also important. We need to consider how to work with Steve Stern in the potential development of a best practices workshop.
- Review governance committees and relationship with ASEC-deferred
- Plan August retreat for ASEC and Standing Committee Chairs: please respond to inquiry regarding dates.
- Next ASEC Meeting June 24, 2010 – for decision
  - Motion to convene in closed Session pursuant to Wisc. Stats. 19.85 (1) (c)
    - Academic Staff Appointments to:
      - Personnel Classification Committee:
      - Textbook Committee:
  - Review draft CASI letters.
  - Follow-up on Performance Planning discussion
  - Review governance committees and relationship with ASEC
  - Discussion of July 8 field trip to identify alternate site for Assembly meetings.
  - LIAISON REPORTS
    - UAPC – Mary Ray
    - Board of Regents – Valli Warren

### **General Reports**

Chair – Heather Daniels: She received a copy of response from Bidy to Grad School Dean’s letter regarding Martin’s position. Martin has been asked to stay on until a new Vice-Chancellor for Research and Dean of the Graduate School has been named. Heather also worked with Darrell Bazzell to have an opportunity for ASEC to connect with candidates for HR Director. Heather has also received a positive response from David Musolf about revising the committee descriptions for joint governance committees.

### **LIAISON REPORTS**

UAPC – Mary Ray-deferred

CPC – Jo Ann Carr: Jo Ann was unable to attend the May 27 meeting and has not yet received the minutes in order to provide a report.

Board of Regents – Valli Warren-deferred

Meeting was adjourned at 3:21 p.m.

Submitted by Jo Ann Carr, ASEC Vice-Chair