ACADEMIC STAFF ASSEMBLY MEETING
272 Bascom Hall
Monday, March 11, 2013
3:30 to 5:00 p.m.
Minutes

Provost Paul Deluca called the meeting to order at 3:33 p.m.

Cindy May presented a Memorial Resolution in honor of Renee Becker, retired librarian from the Law School who passed away on September 24, 2012.

The Academic Staff Assembly minutes of Monday, February 11, 2013, were approved as distributed.

Guests: Alice Gustafson and Chris Holsman Office 365 implementation: Alice reviewed the history of the Administrative Excellence (AE) project's work in using an enterprise wide process to select Office 365 for email and calendaring. The AE team is now working on a companion active directory project, educating technical staff about the product, conducting a census to identify e-mail administrators, and developing a web site to communicate with campus. AE will then begin migration planning to include user education and services. Chris Holsman discussed the technical capabilities of Office 365 noting that it will work on most mobile devices and that Scheduling Assistant will be rewritten to work with Office 365. The technical team is looking at the process for supporting sub-domains. Assembly members shared additional concerns including the support of WiscLists; inclusion of email administrators in this project; and compatibility with Linux and web browsers. The Assembly requested that information on the cost analysis and budget projections for this project be shared with governance.

Standing Committee and Other Reports
- ASEC – *Jeff Shokler*: Jeff reported on ASEC participation in the meetings with chancellor candidates. Jeff continues to collaborate with other shared governance group leaders to develop collaboration among shared governance. The search committee for the Secretary of the Academic Staff has been named and will post the PVL soon.
- Communications Committee – *Alice Pulvermacher*: The committee's interns have evaluated the academic staff website for functionality and content and the committee is analyzing data about the use of the web site. The committee plans to develop a long term sustainable solution for the website.
- Districting and Representation Committee – *Brian Deith*: DRC is working on a rule based districting algorithm to assign people to districts.
- Mentoring Committee – *Amy Kuehn:* The committee has finalized the application process for 2013-2014 and is planning a late spring event and satisfaction survey.
- Professional Development and Recognition Committee – *Scott Mellor*: Recipients of the Academic Staff Excellence Awards have been determined. Proposals for professional development grants are due April 12, and proposals for executive education grants are due March 29.
- ASPRO – *Heather Daniels*: ASPRO has reviewed proposals in the Governor's budget that would impact academic staff. This information will be emailed to the Assembly and discussed at a brown bag co-sponsored with the Madison Academic Staff Association on Friday, April 5.

New Business
- Approval of resolution honoring Donna Silver: Moved by Bruno Browning, District 482. Motion passed.
- Election of Robin Kurtz to succeed Daña Alder on ASEC: Moved by Nominating Committee. Motion passed.
- Presentation of Standing Committee Slates: Lisa Jansen and Consuelo Lopez Springfield presented the slates. There were no motions from the floor for additions to the slates.

- Discussion of Assembly engagement: Jeff Shokler, ASEC chair, framed the issue as one of engagement in academic staff governance. Factors that may be impacting engagement include increasing workloads; accountability of Assembly members to their district members; the appropriateness of the Assembly structure in the current environment; and the increasing complexity of topics being presented to governance. Comments from the Assembly included concerns about effort reporting requirements on the capacity to participate; overall morale of university staff; and the need to find ways to engage Assembly members more fully outside of Assembly meetings. Potential strategies to increase engagement are greater use of technology, redesigning the meeting venue, and education on the impact of academic staff governance on campus decision-making.

Provost's Remarks: Provost Deluca stressed that no seminal decisions are made without engagement of the ASEC or UC. He also addressed the need for email and calendaring to move to the same scale and efficiency as networks have so they will serve as a utility for the work of the university. He urged Assembly members to contact Sarah Van Orman about the alcohol policy preliminary report (see http://www.vc.wisc.edu/AlcoholPolicyRecommendations.html). The Provost also encouraged Assembly members to share their comments on the candidates for Chancellor by 5:00 p.m. Thursday, March 14 at http://chancellorsearch.wisc.edu/.

The Assembly meeting was adjourned at 5:02 p.m.

Submitted by Jo Ann Carr, Interim Secretary of the Academic Staff.