

**MINUTES**  
**ACADEMIC STAFF ASSEMBLY**  
**Monday, November 14, 2011**  
**272 Bascom Hall (3:30-5:00 p.m.)**

Vice Chancellor for Administration Darrell Bazzell called the meeting to order at 3:35 p.m.

**Memorial Resolution for John Torphy** read by Darrell Bazzell.

**AUTOMATIC CONSENT BUSINESS**

The minutes of the October 10, 2011 Academic Staff Assembly meeting were approved.

**GUEST:** Kelly Mallon, Co-chair, Committee on Women in the University

Kelly summarized the CWU Annual Report: [http://acstaff.wisc.edu/documents/465\\_CWU\\_Report.pdf](http://acstaff.wisc.edu/documents/465_CWU_Report.pdf)

Of particular interest to academic staff is the report's summary of academic staff job security issues.

**STANDING COMMITTEE AND OTHER REPORTS**

*ASEC – Heather Daniels*

- Margaret Harrigan acknowledged as a recipient of the Women's Philanthropy Council Champion Award. She is honoring her fellow academic staff by donating this award. ASEC will work with PDRC to develop guidelines for distributing professional development grants to academic staff.
- Announced that the December Assembly meeting will be Elaine Staley's last meeting as our Parliamentarian. If Assembly Reps know of anyone in their district who would like to serve as the Assembly's Parliamentarian, please contact Donna Silver.
- The revised Distinguished Prefix Guidelines document will come to the Assembly in December for a vote. The new guidelines will make this prefix title more accessible to academic staff.
- Faculty Senate voted to amend the Faculty Policies and Procedures 5.13 Affiliations to include Academic Staff. It also states that three-year terms may be renewed.
- Reviewed HR Design project structure.
- Reported that Ad hoc Shared Governance Committee is comprised of members from the University Committee, ASEC and Associated Students of Madison (ASM). Committee has been reviewing the composition of university committees, particularly in terms of student participation.
- Discussion at CASI/ASEC Meeting focused on increased workloads and morale.
- Searches soon to be underway for the Dean of Veterinary Medicine and the Library Director. Representatives were invited to send nominations for these search committees to Donna.

*Communications Committee – Greg Iaccarino*

- Committee developing list of media sources to monitor for articles related to Academic Staff.
- Reported that a writing internship class has agreed to work with the committee on branding and identity.

*Compensation and Economic Benefits Committee – Ana Araujo*

- Committee will begin to review academic staff layoffs.

Nominating Committee – *Consuelo Lopez Springfield*

- Recruitment of candidates for the standing committee elections is now underway. Committee requests reps encourage district members to fill out the ‘Get Involved’ survey: <http://acstaff.wisc.edu/get-involved.htm>.

Personnel Policies and Procedures Committee – *Bruno Browning*

- New job security exercise soon to be underway. Reps were encouraged to communicate with their district members regarding the need to advocate for themselves.

Professional Development and Recognition Committee – *Scott Mellor*

- Professional Development Grants are currently being processed and will be reviewed next month.

Advisory Committee on Budget Issues, Policies and Strategies – *Heather Daniels*

- Committee is currently considering ways to award academic staff performance. A suggestion was made to create a mechanism for a retention fund paralleling what is available to faculty.

Ad hoc Committee on Budget Repair Impact – *Sonya Sedivy*

- Committee has created three sub-groups tasked to: develop a survey to be sent to all academic staff, create interview questions for a subset of academic staff for their personal stories, and to reach out to other groups/departments to assess the impact of the budget cuts.

**NEW BUSINESS**

***2011-12 Academic Staff Assembly Priorities – for vote***

- Motion by Heather Daniels : to accept Academic Staff Assembly Document #463b: ***2011-2012 Academic Staff Assembly Priorities***
- Document accepted with a show of hands.

***Resolution regarding 2011-12 State Budget Lapse – for vote***

- Motion by Heather Daniels: to support resolution.
- Resolution passed with a show of hands.

***Nominating Committee Election to fill vacant slot – for vote***

Tom Browne will serve on the Nominating Committee. Vote passed unanimously by a show of hands.

***Motion from District #352: Concerning the Carrying of Dangerous Weapons – for vote***

- Motion by Representative Mark Zehner on behalf of Richard Bonomo, a member from his district. Motion was seconded.
- Bonomo provided background on the need for this motion and discussion followed.
- Darrell Bazzell called for a vote: motion failed by a show of hands.

***Existing Personnel Issues – discussion***

Heather reviewed the compiled list of academic staff personnel issues and took suggestions from the Assembly. Based this discussion, ASEC will revise the document and share with the Assembly.

Heather requested that representatives share this list with their districts and invited representatives to contact ASEC if they had additional ideas.

**Darrell Bazzell’s Remarks**

Highlights of topics discussed:

Personnel Policies:

- Currently at early stage of developing a broad plan. Specific outcomes, such as those discussed by the assembly, will be developed over the course of the next two years.
- Approximately 10 work teams will be launched within two weeks.

Administrative Excellence:

- Initiative is moving forward: five issues are being analyzed in order to propose solutions.
- The plan is to identify other possibilities for efficiencies that can also be moved forward.

Budget Lapses:

- Awaiting the results of the Senate hearing before the campus will know the extent of the budget lapse.

Meeting adjourned at 4: 50 p.m.

*Submitted by Donna Silver,  
Secretary of the Academic Staff*