***Draft***

**ACADEMIC STAFF ASSEMBLY MEETING MINUTES**

**272 Bascom Hall**

**Monday, March 15, 2016**

**3:30 to 5:00 p.m.**

Provost Sarah Mangelsdorf called the meeting to order at 3:33 p.m.

**Automatic Consent:** The Academic Staff Assembly minutes of Monday,

February 8, 2016, were approved.

**Memorial Resolutions**

A memorial resolution for Heather McManamy was read by Andrea Dearlove.

A memorial resolution for Vinod Shah was jointly read by Dhavan Shah and Paul Ludden.

**Guest: Gary Brown, Director of Campus Planning**

Gary Brown provided an update on the Campus Master Plan. They have been holding public meetings on the master plan, and have several more coming up. The goals of the campus master plan is to support our mission, manage our resources, make travel easy, celebrate our lakeside setting, revitalize outdoor spaces, and be good neighbors. The campus plan includes an update of the 2005 master plan as well as the utility master plan and transportation plan. New elements include a landscape master plan and stormwater management plan. The preliminary 2015 master plan increases the number of square footage for buildings by 400,000-600,000 square feet. He reviewed plans for each section of campus. Regarding parking, plans would be to add another 2,200 stalls for visitors. More information regarding the campus master plan is available at http://masterplan.wisc.edu/.

**Standing Committee and Other Reports**

Academic Staff Executive Committee (ASEC) – Heather McFadden, Chair of ASEC, announced that ASEC is charging an ad hoc committee to make recommendations on whether or not degrees are needed for academic staff positions. Degree exceptions are currently handled on a case-by-case basis. The committee will determine if allowing exceptions should continue and, if so, what the parameters are for granting exceptions. The Secretary of the Academic Staff will send out a call this week for those interested in serving.

The Executive Education Grant program has been announced for 2016. In addition to the 5 slots available for courses from the School of Business, this year there are an additional 5 slots available for courses from the Department of Engineering Professional Development. The deadline for applications for either type of course is April 1. For more details, go to the academic staff website at acstaff.wisc.edu.

She noted that the Chancellor will be addressing the Assembly and taking questions at the April 11 meeting.

She encouraged all Assembly Representatives and ASEC members to vote in the Standing Committee elections. Because these are committees of the Assembly, only Assembly Reps and members of ASEC are eligible to vote. Eligible academic staff should have received an email with an individual link to the ballot on March 8. Voting closes on Monday, March 21, at 4:30 pm. A reminder will sent out on Wednesday, March 16, to those who have not voted. All election results will be announced at the April meeting.

The Communications Committee has put together a poster for Showcase 2016 held on Wednesday, March 16, in the morning.

The Board of Regents passed the final policy on Procedures Relating to Financial Emergency or Program Discontinuance Requiring Faculty Layoff and Termination. The section of the policy relating to program discontinuance now includes language for academic staff governance to review proposals to discontinue a program as well as for academic staff in the program and affected school/college to provide comments and recommendations regarding a proposed program discontinuance.

Academic Staff Professional Representation Organization (ASPRO) - Kevin Niemi, ASPRO board member, reported that ASPRO will be holding two more ASPRO informational sessions including a campus update. The first is this Friday, March 18, from 12-1 in 67 Bascom and Wednesday, March 23, from 12-1 at Union South. ASPRO is currently holding a membership drive. The State Assembly has already recessed for the current session. The Senate will recess following the session tomorrow, March 15.

**Reports**

**Report from Ad Hoc Committee on Titling and Compensation**

Russell Dimond, co-chair of the Ad Hoc Committee on Titling and Compensation reported on the work of this committee. A draft report has been distributed and changes are welcome. The HR Design Titling and Compensation study is coming soon. This report was prepared to outline key issues for academic staff for the study. HR Design began five years ago, and largely concentrated on the needs of Classified (University) staff, who were being removed from the state personnel system. One section of the report tells the consultants what makes UW-Madison unique and why those things have made UW-Madison successful. There is also a section on titling and another on compensation. 80% of academic staff who responded to the Compensation and Economic Benefits Committee (CEBC) survey said compensation was important or very important. The report suggests creating a pay plan for UW employees. From 1974-2003, there were only two years with 1% or 0% pay plans. Starting in 2004, there have only been three years that were not 0% or 1% pay plans. There will be a vote on the recommendations of the report at the April meeting. The committee will be holding a session for feedback on Monday, March 21 from 10-11 am at Union South.

**Report from Children in the Workplace Policy Project Team**

Brooke Norsted, academic staff member of the Children in the Workplace Policy Project Team, reported on the work of the project team. The policy stems from an audit conducted at UW System. UW System created a draft policy that campuses could modify as needed. The policy applies to all employees and outlines the responsibilities of supervisor and employee.

Bill Tishler (District #494) moved to postpone further discussion or action on this policy until the April Assembly meeting. Seconded. Approved.

**Business**

**Recommendations from the Ad Hoc Committee on Instructional Titles**

Kim Manner (District #252) moved endorsement of the recommendations from the Ad Hoc Committee on Instructional Titles. Seconded. Approved.

**ASPP Changes-ASEC Term Limits Chapter 14**

Laura Van Toll (District #454) moved the changes to ASPP regarding ASEC term limits. Seconded.

David Parter (District #482) moved to amend the motion by changing the two years under section b to one year. Seconded. Approved. Scott Mellor (District #262) moved to amend the motion by replacing “one partial term of one year or less plus two consecutive three-year terms or one partial term of more than one year plus one three-year term” to “seven consecutive years.” Seconded. Approved.

Business was suspended due to loss of quorum.

Adjourned at 5:18 pm.

*Minutes submitted by Heather Daniels, Secretary of the Academic Staff*