

UW-Madison Academic Staff Assembly
Nominating Committee Annual Report for 2014-2015
Report Compiled by Laura Van Toll

2014-2015 Nominating Committee Membership

Tom Browne, co-chair (CALs), Donna Cole (SMPh), Steve Devoti (DoIT), Barbara Gerloff (Education), Lisa Jansen (L&S), Jim Rogers (Wisconsin Union), Sheila Stoeckel, co-chair (Libraries), Laura Van Toll, co-chair (CALs). Consuelo Lopez-Springfield (L&S) retired and the remainder of her term was first filled by Erica Laughlin (DoIT) and then by Eric Giefer (Law).

Summary of Activities

Overall, the Nominating Committee identified and forwarded the names of 116 academic staff for consideration for an estimated 35 University committee positions. The Nominating Committee met 9 times during the 2014-2015 academic year to coordinate efforts.

Recruitment Methods

To recruit Academic Staff members to the candidate pool we:

- Sent email to candidates outlining the process and timeline for their appointment. The intent was to better communicate next steps, since the time from when the nominating committee approached them to appointment could be months.
- Distributed an email to all academic staff via the Secretary of Academic Staff.
- Created a Qualtrics survey for Academic Staff to enter their information and committee preferences. This past year we have used this data to fill the majority of open committee slots. This link was promoted on the revised AcStaff.wisc.edu website.
- Announced at Assembly meetings when we had current committee openings.

Filling Open Positions

During the 2014-2015 term, the Nominating Committee identified individuals for appointment to 19 slots left open due to staff resignation, retirement or departure from the UW-Madison.

Personnel Policies and Procedures Committee – 1
Compensation and Economic Benefits Committee – 1
Academic Staff Appeals – 1
Distinguished Prefix Committee – 1
Communications Committee – 4
Mentoring – 1
Administrative/Student Services Library ARC – 1
ASEC – 1
Access and Accommodation in Instruction – 2
Recreational Sports – 1
Memorial Library – 1
GLBT – 1
Labor Codes Licensing and Compliance – 3 opening, submitted 5 names

The Nominating Committee identified and forwarded the names of 41 candidates for the Academic Staff Assembly standing committee election slates. Of the candidates, 9 were current committee members who agreed to run again and 32 were identified using the survey/candidate pool.

Academic Staff Executive Committee – 5
Communications Committee – 5

Compensation and Economic Benefits Committee – 5
Districting and Representation Committee – 4
Mentoring Committee - 4
Professional Development and Recognition Committee – 6
Personnel Policies and Procedures Committee – 12

The Nominating Committee identified and forwarded the names of 4 candidates for appointment to the Distinguished Prefix Committee and 12 candidates for Academic Staff Area Review Committees (ARC) where a term was expiring.

Distinguished Prefix Committee – 4
Administrative/Student Services Library ARC – 3
Biological/Medical Sciences ARC – 3
Physical Sciences/Engineering ARC – 3
Humanities/Social Studies ARC – 3

The Nominating Committee identified and forwarded the names of 40 candidates for appointment to campus shared governance committees. Of the candidates, 20 were current committee members who agreed to serve an additional term, with the remainder identified using the survey/candidate pool.

Access and Accommodation in Instruction – 2
Archives – 1
Campus Diversity and Climate – 2
Campus Transportation – 1
Equity and Diversity Advisory Committee – 1
Fraternities and Sororities – 2
Gay, Lesbian, Bisexual, Transgender Issues – 1
Health Care Advisory Committee – 1
Information Technology – 1
Labor Codes Licensing Compliance Committee – 1
Lakeshore Nature Preserve Committee – 1
Lectures – 1
Memorial Library – 1
Recreational Sports Board —
Research, Safety, and Compliance Oversight – 1
Student Academic Misconduct Hearing Panel – 2
Student Hearing Examiners – 2
Student Non-Academic Misconduct Hearing Panel – 1
Undergrad Recruitment, Admissions, & Financial Aid – 1
Women In The University – 2

Future Issues/Plans for the Committee

- Increasing efforts to use technology to improve efficiency of data management and automation including for the candidate pool and lists of current member and the expirations of their term.
- Continuing our efforts to broaden the pool of staff willing to serve on committees in order to increase diversity and engage a wider audience.
- Work more collaboratively with the Secretary's Office to track mid-term openings and fill them more efficiently. Turnover is increasing on committees and tracking terms is becoming a much bigger task.

- Work with Assembly to clarify term limits for ASEC representatives.

PDRC Committee Annual Report Academic Staff Assembly

Past Year's Activities

Professional Development Grants

The Fall 2014 round of grants considered proposals for activities occurring from January 1 to June 30, 2015. Thirty-one applications out of sixty-seven received (46%) were funded with an average award of \$894. In spring 2015, for activities July 1 to December 31, 2015, Twenty-five applications out of forty-four received (56%) were funded with an average award of \$1110. These funds are matched with departmental 101 funds. Two information sessions were held prior to each award deadlines, one on each end of campus.

Number of applicants by Department:	Activities 1/1 - 6/30/2015	Activities 7/1 - 12/31/2015
College of Agricultural & Life Sciences	7	5
College of Engineering	4	5
College of Letters and Science	18	10
Division of Continuing Studies	1	1
Division of Student Life	5	2
Gaylord Nelson Inst Environmental Study	1	1
General Educational Administration	1	
General Library	1	
General Services		3
Graduate School	7	
Information Technology		1
Intercollegiate Athletics	1	
Law School	2	1
Office of the VCRGE		5
School of Education	5	
School of Human Ecology	2	
School of Medicine and Public Health	6	9
School of Veterinary Medicine	3	1
Univ Health Services	3	

Academic Staff Excellence Awards

Each year the PDRC reviews nominations and selects recipients of UW-Madison academic staff excellence awards. A framed photo of Bascom Hill was presented to each award winner. The following awards were given to UW-Madison academic staff during a reception hosted by Chancellor Blank at the Fluno Center:

The Chancellor's Award for Excellence in Research: Independent Investigator

Thomas Cook, Senior Scientist, School of Medicine and Public Health
Jun Li, Senior Scientist, Space Science and Engineering Center

The Robert Heideman Award for Excellence in Public Service and Outreach

This award is now the Robert and Carroll Heideman award
Karen McShane-Hellenbrand, Faculty Associate, Department of Dance

The Chancellor's Award for Excellence in Service to the University

Aaron Bird Bear, Recruitment and Retention Specialist and American Indian Curriculum Services
Consultant, School of Education

**The Wisconsin Alumni Association Awards for Excellence in Leadership: College, School
or the Larger University Community**

**The Wisconsin Alumni Association Awards for Excellence in Leadership, Individual Unit
Level**

Douglas Rose, Director, Office of Space Management
Dave Black, General Manager, WSUM Radio

The Chancellor's Hilldale Award for Excellence in Teaching

Ronald Russell, Senior Lecturer, Department of Animal Sciences

Martha Casey Award for Dedicated Service to the University

Julie Graf, Senior Administrative Program Specialist, School of Veterinary Medicine

The Ann Wallace Career Achievement Award

Steve Lund, Director Emeritus, Academic Personnel Office

UW-System and Regent Committees

Alliant Energy Underkofler Excellence in Teaching Award:

Jeffrey Henriques, Senior Lecturer, Department of Psychology

Executive Education Grants

Through the generosity of the School of Business, all academic staff can take Executive Education courses at a 50% tuition rebate. In addition, the School of Business sponsored 5 free courses. Twenty one applications were received in May 2015 and five recipients were chosen.

Summary of department and number of applications:

COLLEGE OF AGRICULTURAL & LIFE SCIENCES	3
COLLEGE OF ENGINEERING 2	
COLLEGE OF LETTERS AND SCIENCE	4
DIVISION OF CONTINUING STUDIES	1
GENERAL SERVICES	2
GRADUATE SCHOOL	4
LAW SCHOOL	1
SCHOOL OF BUSINESS	1
SCHOOL OF EDUCATION	6
SCHOOL OF HUMAN ECOLOGY	1
SCHOOL OF MEDICINE AND PUBLIC HEALTH	15
UNIV HEALTH SERVICES	1
WISCONSIN STATE LABORATORY OF HYGIENE	1

Past Year's Committee Membership

- Membership consists of 12 members, four elected each year to serve a three-year term, no term limits exist.
- Jeff Armstrong, Jeff Bohrer, Nichlos Ewoldt (co-Chair), Jay Ford, Amy Hawley, Stephanie Jones, Stephanie Kutz (co-Chair), Chris Lupton, Amy McIlvaine, Jacob Rome, Matthew Vieth

Future Issues/Plans for the Committee

- Website updates
- Communication to past award nominators asking them to consider re-nominating a colleague.

Compensation and Economic Benefits Committee Annual Report 2014-2015

Members as of July 1, 2014

Jenny Dahlberg (co-Chair), Russell Dimond, Sharon Gehl, Maya Holtzman, Jason Jankoski (co-Chair), Mats Johansson, Anne Reynolds, Carol Van Hulle and Denise Zang

Members as of July 1, 2015

Jenny Dahlberg (co-Chair), Russell Dimond, Sharon Gehl, Iliia Guzei, Jason Jankoski (co-Chair), Janet Newlands, Anne Reynolds, Carol Van Hulle and Denise Zang

Report for 2014-2015

CEBC held monthly meetings during the calendar year (cancelling in summer months when no items were urgent). The committee settled on the following areas as priorities:

- ✓ The committee spent most of the year reviewing results of the rate, titling and compensation survey that had been distributed in April 2014 to all academic staff. The survey draft content is available on the KB under assembly documents for 3/10/2014. The report is available on the KB under assembly documents for 4/13/2015 (assembly document number 561).
- ✓ Many other notable resolutions were presented to the assembly. Some were developed by ASEC, others by assembly members, some by CEBC. Given these are important and related to CEBC efforts, we have summarized each below:
 - i. Resolution-Reaffirming the Importance of Academic Staff Job Security (Assembly Doc 556, 3/9/15)
 - ii. Resolution-Merit-Based Pay adjustments (Assembly Doc 564, 4/13/15)
 - iii. Resolution-Category A Salary Maximum (Assembly Doc 571, 5/11/15)

The 2014-2015 leadership was structured under co-chairs Dahlberg and Jankoski. Co-chairs alternated attending ASEC meetings when relevant agenda items were discussed.

Looking ahead to 2015-2016, ASEC and assembly priorities that relate to CEBC are 1. To continue to be involved in new policies, procedures or discuss issues around titling and compensation (with respect to the class and compensation study); 2. Assist in communication with 2016 benefits changes to campus community; 3. Continue to advocate for raises (and/or elimination) of Category A maximums; and 4. Review in Category B staff with respect to compression, security and promotion. CEBC will work with ASEC to determine specific measurable tasks that CEBC can work on from these areas.

**Academic Staff Mentoring Committee
Annual Report
2014-15**

Committee Membership: Linnea Burk, J. Scott Ferguson, Jeff Gehrke, Aygul Hoffman, Kristin A. H. Klarkowski (co-chair), Amy Kuehn, Kelly Mallon (resigned 9/2014), Sri Ram (appointed 1/2015), Catherine Stephens, Katy Tomlinson (co-chair).

Overview of the Committee

For the year 2014-15, the Academic Staff Mentoring Committee implemented its new charge:

The Mentoring Committee Promotes professional and personal development among academic staff by:

- A. Documenting and communicating campus mentoring programs, activities and resources for academic staff.*
- B. Working with current university resources to provide available mentors for incoming academic staff.*
- C. Developing and delivering campus presentations and workshops on mentoring.*
- D. Partnering with campus groups and committees, like CASIs, to develop mentoring opportunities for professions or title series.*

Committee Accomplishments:

With the new ASMC charge in place, the committee felt it was necessary to take a year away from exclusively working on the “Academic Staff Mentoring Committee – Mentoring Program” to be able to focus our efforts on three goals:

- 1.) Survey the larger campus to identify other mentoring groups that were already serving segments of the Academic Staff population;
- 2.) Survey the Academic Staff population to be able to improve the existing “mentoring match program”;
- 3.) Identify the larger needs and/or specialized topics for professional development that weren’t being met through other campus resources.

The committee (with the help of the Secretary of the Academic Staff office) surveyed the entire Academic Staff population via qualtrics survey sent Dec 10, 2014 (a second email/reminder was sent Jan 7, 2015).

ASMC submitted a report summary of the survey results to the Secretary of the Academic Staff to post publicly; the “public summary” was also shared (via Secretary of the Academic Staff) via email to all Academic Staff employees on May 27, 2015. ASMC also provided a full report to be used only by the Academic Staff Executive Committee and the Secretary of the Academic Staff.

Some of the valuable information that resulted with conducting this survey included:

- 1.) Differentiating our “target” mentee population with the new “onboarding policy” implemented by UW-Madison Human Resources;
- 2.) A clear image of mentoring groups already operating on campus including Student Affairs, Advising, Libraries, Science and Research, etc.;
- 3.) A perception of the lack of professional development opportunities for Academic Staff employees.

Meetings

Committee meetings: Sept 16, Oct 21, Nov 18, Jan 20, Feb 17, Mar 17, May 19, Jun 16.

Sub-Committees: Structure/Architecture (for resources), Campus Collaborations, and Events. Each sub-committee met [approximately] bi-monthly throughout the year.

ASEC meetings attended: Dec 4, Jan 22,

Assembly meetings attended: May 11

Other meetings:

- 1.) Don Schutt, Office of Human Resource Development, June 4, 2015 (to discuss survey results, establish understanding of professional development opportunities to not cross-list future events, seek suggestions for future collaborative efforts.
- 2.) Heather Daniels, Jake Smith, Heather McFadden and Kevin Niemi, (SOAS and ASEC leadership) June 10, 2015 – co-chairs Klarkowski and Tomlinson requested this meeting for discussion of survey results, present action plan for ASMC for the 2015-16 academic year, and establish understanding of budget and other resources for ASMC efforts.
- 3.) PDRC – the ASMC campus collaborations sub-committee met with PDRC members to discuss opportunities for collaborative efforts in the future.
- 4.) Campus mentoring leadership – several ASMC members met with the point people for the previously mentioned mentoring programs to discuss opportunities for collaboration.

Events:

Listening Sessions: March 12 – morning session at Memorial Union, and March 19 – afternoon listening session at Microbial Sciences Building. Listening session invitations were sent as a follow-up email invitation to individuals who indicated interest in participating (through the larger mentoring survey sent earlier in the academic year). This invitation was also shared out through our Academic Staff Mentoring Program LinkedIn group.

Future Goals:

Based on the feedback from the survey, the listening sessions, and meetings with mentoring leaders and academic staff leadership, ASMC moved to prioritize the following goals for the committee's future efforts for the 15-16 year:

- 1.) Resume the Academic Staff Mentoring Program with changes – target market for mentees is now defined as academic staff in years 2-6 of employment at UW-Madison, target market for mentors is academic staff with 6 or more years of employment at UW-Madison. Mentor match program will also prioritize making matches for mentees not served by other mentoring programs on campus.
- 2.) Plan for approx. 4 events for the academic year including the mentoring program kickoff in the fall, along with continued professional development through the lens of mentoring with events in (approx.) December, February, and April/May. For the future, planning an annual “mini mentoring conference” is also under consideration.
- 3.) Establish a “Mentoring Community of Practice” to serve the leadership of all mentoring groups on campus. This CoP will be supported by the Office of Human Resource Development/Talent

Management – especially at the launch stage. Anyone who’s interested in mentoring will be invited to participate.

- 4.) A repository will be developed to house “mentoring resources” – ideally through the Academic Staff Mentoring web page – structure TBD.
- 5.) A new logo will be developed to better represent the Academic Staff Mentoring Program.