

Communications Committee Annual Report 2015-16

Past Year's Activities

- Academic Staff governance newsletter
 - Published twice; Fall and Spring
 - Provided updates on AS Committees, including news on nominations, benefits, professional development, and more
 - Communications Committee members served as liaisons to peer committees
 - Fulfilled one of Academic Staff Governance Priorities for 2015-16 (“Provide 2 updates per year regarding academic staff governance as an email newsletter”)
- Showcase poster
 - Committee took part in designing poster, incorporating pictures, quotes, and background info of AS members
 - Committee presented poster at Showcase in Spring
 - Fulfilled one of Academic Staff Governance Priorities for 2015-16 (“Put together a poster regarding academic staff shared governance for Showcase.”)
- Reviewed assistance for HR Design
 - Consulted with AS leaders on upcoming HR Design implementation
 - Fulfilled component of Academic Staff Governance Priorities for 2015-16 (“New HR System- Draft survey for academic staff on implementation of performance review policy to be disseminated late in 2016-17”)

Past Year's Committee Membership

Diane Doering, Chair; Matthew Call, Co-Chair; Jennifer Garrett, Jan Klawitter, Peter Kleppin, Pamela O'Donnell, Tameka Porter, Nicholas Schmuhl, and Diane Stojanovich

Future Issues/Plans for the Committee

- Conduct Academic Staff survey on new campus-wide Performance Review policy
- Continue staff newsletter, as directed by ASEC
- Craft articles on Academic Staff interests for semester newsletters and other campus news outlets

Compensation and Economic Benefits Annual Report (2015-2016)

Members as of July 1, 2015

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

Report for 2015-2016

CEBC held monthly meetings during the calendar year. In September 2015, the committee reviewed our charge and discussed priorities for CEBC for the coming year. The committee based on guidance from ASEC and the Academic Staff planning sessions settled on the following areas as priorities:

1. Form an ad-hoc committee to look at titling at peer institutions. Recommendations from the ad hoc committee should go to the Assembly for consideration.
 - ✓ Work completed: Three members from CEBC volunteered for this committee. As a result, the committee provided significant contributions to this effort.
2. Inform current academic staff information regarding benefits changes beginning in January.
 - ✓ Work completed: The Co-Chairs of the Committee presented information to the Assembly with campus benefit services in the fall of 2015. The information was then shared with assembly districts via Assembly representatives.
3. Coordinate with Office of Human Resources to adjust the Category A maxima utilizing the cost of living increases from the past 10 years (merit has moved the maxima 12.3% over last 10 years; COLA has been 24%).
 - ✓ Work completed: Representatives from ASEC and CEBC met with OHR in the fall of 2015 to finalize the adjustment of all Category A maximums up 10%. While the final outcome did not meet all recommendations, we believe this is still an accomplishment for the immediate future.
4. Work with Office of Human Resources to look at compression of academic staff salaries within Category B. Best practices should be developed that can be used going forward.
 - ✓ Work started: ASEC is setting up an Ad Hoc committee to review Category B salaries.
5. Updated the list of pay tools for academic staff to include performance increases. This pay tools portfolio was provided to campus leadership (Chancellor and OHR) for review. The tool is intended as a means of communicating what are tools supervisors can use to provide compensation or job security, for example, to AS employees.
 - ✓ Work completed: CEBC produced an updated summary of AS pay tools as single page handout (two sided) to leadership.

The 2015-2016 leadership was structured under co-chairs Dahlberg and Jankoski. Co-chairs alternated attending ASEC meetings when relevant agenda items were discussed.

Looking ahead to 2016-2017, ASEC and assembly priorities that could relate to the upcoming classification and compensation survey. CEBC will work with ASEC to determine specific measurable tasks that CEBC can work on from these areas.

Districting and Representation Committee 2015-16 Annual Report

In the past year, Brian Deith completed his term and was replaced by Benjamin Schultz. In November, Benjamin stepped down. The committee is currently composed of five members. Ian Benton (co-chair), Eileen Ewing, Robin Kurtz, Gene Masters (co-chair), and Mary Possin.

In addition to the regular monthly work of assigning new Academic Staff to Districts, the DRC spent this year analyzing the problem of over and under sized Districts in the Assembly. Currently 65 of 112 Districts do not comply with the rule that District sizes range between 35 and 75 members. After conversations with ASEC, the Secretary of the Academic Staff, and the Academic Staff Personnel Policies and Procedures Committee, the DRC set its priorities as follows:

- Recommend adjusting district size minimums and maximums by amending ASPP. Current size boundaries cannot accommodate the total number of Academic Staff on campus. The ASPP amendment must allow District sizes to respond dynamically to the number of Academic Staff on campus.
- In spring of 2017, propose processes to ASEC and the Assembly that will remedy current District imbalances and respond to future imbalances as they occur. Proposals should address the following:
 - Organize Districts as affinity groups with less emphasis on physical location.
 - Split or combine districts that become too large or too small without requiring action from the Assembly.
 - Build flexibility into new rules/processes to respond to future changes in the size or composition of the Academic Staff.

Academic Staff Mentoring Committee Annual Report 2015-2016

Past Year's Activities

- 2015/2016 Academic Year Mentor/Mentee Match
- October 2016 Fall Kick-Off Event
- November 2015 Mentoring Community of Practice Kick-Off Meeting
- January 2016 - Reflections and approaches to faculty mentoring Program followed by a Social Gathering
- April 2016 - Individual Development Plans and Setting Smart Goals Program followed by a Social Gathering
- June 2016 - Mentoring Community of Practice Picnic and gathering
- We also received a new graphic that we have been able to promote:



Past Year's Committee Membership

- Linnea Burk, co-chair
- Heather Weltin, co-chair
- Marty Gustafson
- Catherine Stephens
- Jeff Gehrke
- Kristin Klarkowski
- Aygul Hoffman

Future Issues/Plans for the Committee

- 2016/2017 Academic Year Mentor/Mentee Match
- October 2016 Fall Kick-Off Event
- Develop and promote events/conversations through our LinkedIn and new Facebook page
- Events throughout the rest of the academic year for Mentor/Mentees and Community of Practice Groups

Nominating Committee Annual Report 2015-2016

Summary of Activities

Overall, the Nominating Committee identified and forwarded the names of 97 academic staff for consideration for an estimated 86 University committee positions. The Nominating Committee met 9 times during the 2015-2016 academic year to coordinate efforts.

To recruit Academic Staff members to the candidate pool we:

- Distributed a Qualtrics survey for Academic Staff to enter their information and committee via the Secretary of Academic Staff
- Appointed Academic Staff to 3 new positions on University Curriculum Committee and Budget Committee

During the 2015-2016 term, the Nominating Committee identified individuals for appointment to 23 slots left open due to new committees, staff resignation, retirement or departure from the UW-Madison.

- Personnel Policies and Procedures Committee – 2
- Professional Development and Recognition Committee - 1
- Mentoring - 3
- Academic Staff Appeals – 1
- Districting and Representation Committee - 1
- Distinguished Prefix Committee – 2
- Communications Committee – 3
- Physical Science/Engineering ARC – 1
- Committee on Women – 1
- Memorial Library Committee - 1
- Campus Diversity and Climate Committee – 1
- Student Academic Misconduct Hearing Panel – 1
- Advisory Committee to the Office of the Dean of Students– 1
- University Curriculum Committee – 3
- Budget Committee - 2

The Nominating Committee identified and forwarded the names of 32 candidates for the Academic Staff Assembly standing committee election slates. Of the candidates, 9 were current committee members who agreed to run again and 23 were identified using the survey/candidate pool.

- Academic Staff Executive Committee – 5
- Communications Committee – 4
- 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 – 4

The Nominating Committee identified and forwarded the names of 4 candidates for appointment to the Distinguished Prefix Committee and 14 candidates for Academic Staff Area Review

Committees (ARC).

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

The Nominating Committee identified and forwarded the names of 24 candidates for appointment to campus shared governance committees. Of the candidates, 21 were current committee members who agreed to serve an additional term and the remainder were identified using the survey/candidate pool.

- Access and Accommodation in Instruction – 1
- Advisory Committee to the Office of the Dean of Students – 1
- Academic Staff Appeals Committee – 4
- Campus Transportation – 1
- Equity and Diversity Advisory Committee – 1
- Health Care Advisory Committee – 1
- Information Technology – 1
- Labor Codes Licensing Compliance Committee – 1
- Lakeshore Nature Preserve Committee – 1
- Memorial Library – 1
- Retirement Issues – 2
- Student Academic Misconduct Hearing Panel – 2
- Student Hearing Examiners – 1
- Student Non-Academic Misconduct Hearing Panel – 2
- University Curriculum Committee - 1
- Union Council – 1
- Committee on Women In The University – 2

2015-2016 Nominating Committee Membership

Rebecca Beebe (PHAR), Tom Browne, co-chair (CALs), Donna Cole (SMPH), Eric Geifer (LAW), Jennifer Heintz (SMPH), Lisa Jansen (L&S), Sharon Kahn (L&S), Sheila Stoeckel, co-chair (Libraries), Laura Van Toll, co-chair (CALs)

Future Issues/Plans for the Committee

- Implementation of new committee interest database to more efficiently track and contact academic staff members interested in serving on committees
- Development of conflict of interest language and policy to better inform Nominating Committee and academic staff of limitations of committee membership based on job title or campus roles and responsibilities

Personnel Policies and Procedures Committee (PPPC) Annual Report 2015-2016

Past Year's Activities

In 2015-16 PPPC continued conducting a rolling review of the Academic Staff Policies and Procedures (ASPP) document. We also responded to ad hoc requests from various parties for review, interpretation, or proposed change of particular sections of ASPP. The following represent some of the issues and sections reviewed:

- ASPP 14.12.A.5.b regarding term limits, specifically when an individual serves a one or two year elected term to fill a vacancy followed by election to a full three-year term.
- Number of members on the Distinguished Prefix Review Committees.
- ASPP 14.12.A.7.b & C regarding Nominating Committee's schedule for providing a slate of nominees.
- ASPP 11.05 regarding inconsistency between ASPP language and state law regarding retention of personnel files following termination.
- ASPP 2.01.A.3.c regarding appointment length limitations related to emeritus/retired academic staff.
- ASPP 14.12.A.7.d regarding how to handle vote ties in the election process.
- ASPP rolling review of ASPP Chapter 1

Substantive conversations were held between the co-chairs and the Secretary of the Academic Staff about the workload of the committee. Workload, particularly for the co-chairs, has increased dramatically largely due to an increase in the number of ad hoc issues being brought to the committee. In addition, many issues brought to the committee are ones for which PPPC members do not have the background or expertise to adequately address. In the past, PPPC had human resources (HR) staff among its members and sometimes also had staff from the Law School on the committee. Those members provided valuable perspective and expertise which the committee was missing.

The Secretary of the Academic Staff assisted in addressing these concerns by: 1) helping triage the incoming ad hoc issues being brought to the committee and better defining the scope of issues on which PPPC should weigh in, 2) attending PPPC meetings (as possible) to provide a larger governance perspective to the committee's work, 3) shifting the responsibility to the Secretary's Office for shepherding changes to ASPP through the appropriate approval steps, and 4) asking supportive individuals to attend PPPC meetings (as possible). Patrick Sheehan and Jason Jankowski, both with HR expertise, began attending PPPC meetings and were very helpful in our understanding of particular issues before the committee. Bruno Browning, a former PPPC member and current member of the Academic Staff Executive Committee (ASEC), also began attending meetings as ASEC's liaison to PPPC.

Past Year's Committee Membership

Carol Pech (Co-Chair), Linda Scholl (Co-Chair), Deb Brauer, Jeanne Hendricks (thru November 2015), Mark Seeger, Sarah Miller, Pamela Garcia-Rivera, Shirin Malekpour, Jonathan Thom, Katy France, Dorothea Salo (starting in February 2016)

Future Issues/Plans for the Committee

In 2016-17, PPPC plans to continue rolling review of ASPP starting from chapter 1. We will also work with the Secretary's Office to continue triaging ad hoc requests about ASPP from the campus community.

PDRC Committee Annual Report 2015-2016

Past Year's Activities

Professional Development Grants

The Fall 2015 round of grants considered proposals for activities occurring from January 1 to June 30, 2016. Twenty-seven applications out of fifty-three received (51%) were funded with an average award of \$1036. In spring 2016, for activities July 1 to December 31, 2016, 28 applications out of 53 were funded with an average award of \$1183. These funds are matched with departmental 101 funds. Two information sessions (brown bag lunches) were held prior to each award deadlines, one on each end of campus.

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

The Chancellor's Award for Excellence in Research: Critical Research Support

The Robert Heideman Award for Excellence in Public Service and Outreach

This award is now the Robert and Carroll Heideman award

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

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

The Chancellor's Hilldale Award for Excellence in Teaching

Martha Casey Award for Dedicated Service to the University

The Ann Wallace Career Achievement Award

UW-System and Regent Awards

Alliant Energy Underkofler Excellence in Teaching Award:

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. Forty (40) applications were received in May 2016 and five recipients were chosen.

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 Mcllvaine, Jacob Rome, Matthew Vieth

Future Issues/Plans for the Committee

The PDRC plans on reviewing and selecting applications for the Professional Development Grants in the Fall and Spring. Also, the committee will review and select winners for the Academic Staff Excellence Awards and Executive Education Awards.