

Communications Committee Annual Report Academic Staff Assembly 2016-17

Past Year's Activities

- Academic Staff Performance Review Survey
 - Drafted survey
 - Review survey with CEBC and University of Wisconsin Survey Center
 - Sent survey November 2016
 - Presented survey to ASEC August 2017

- Academic Staff email newsletter
 - Published twice; Fall and Spring
 - Provided updates on AS Committees, including news on nominations, benefits, professional development, and more
 - Featured governance highlights such as CASIs
 - Communications Committee members served as liaisons to peer committees

Past Year's Committee Membership

Matthew Call, Chair; Diane Doering; Jennifer Garrett; Emily Kite; Jan Klawitter; Peter Kleppin; Pamela O'Donnell; Nicholas Schmuhl; Diane Stojanovich

Future Issues/Plans for the Committee

- Annual update of Academic Staff Performance Review Survey
 - Provide baseline comparisons across years for implementation concerns/issues

- Continued production of Academic Staff email newsletter
 - Featured content highlighting importance of governance

Compensation & Economic Benefits Committee (CEBC) Annual Report Academic Staff Assembly (2016-2017)

Members as of July 1, 2016

Russell Dimond, Sharon Gehl, Nancy Graff Schultz, Iliia Guzei, Jason Jankoski, Janet Newlands, Anne Reynolds, Carol Van Hulle, Denise Zang

Members as of July 1, 2017

Russell Dimond, Sharon Gehl, Nancy Graff Schultz, Iliia Guzei, Jason Jankoski, Janet Newlands, Carol Van Hulle, Emily Clark, Robert Glover

Past Year's Activities:

CEBC held monthly meetings during the calendar year (cancelling a few month's when no urgent items). The committee settled on the following areas as priorities:

- 1) Our Committee identified that a number of academic staff members were unclear on the implementation of the Discretionary Compensation Fund (DCF) process within their units. Recommended the Chancellor's Office include a statement in the instruction memo to Divisions to share each unit's process with all employees. Also recommended that the Chancellor's memo have a statement that managers, upon request, must be able to share with employees why they did or did not receive a DCF.
 - ✓ Work completed: Memo from Chancellor's Office this year included both recommendations.
- 2) Member's participated on Ad Hoc committee to review Category B salaries. The committee reviewed compression of academic staff salaries within Category B. Recommendations developed for compensation survey to address issues identified.
 - ✓ Work completed: Two members from CEBC volunteered to help with this committee. Final report presented to the Assembly. As a result, the committee provided significant contributions to this effort.
- 3) Member's participated on Ad-Hoc committee to look at titling at peer institutions. Recommendations from the ad hoc committee went to the Assembly for consideration.
 - ✓ Work completed: Three members from CEBC volunteered for this committee. The committee provided significant contributions to this effort.
- 4) Member participated on committee to look at Work Life survey completed in coordination with WISELI. Data analysis from the committee went to the ASEC and Assembly for consideration.
 - ✓ Work completed: A member from CEBC participated on this committee. He provided significant contributions to this effort.

Future Issues/Plans for the Committee:

Looking ahead to 2017-2018, 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. Update the Pay Tools document to include the DCF; 3. Update the FAQs related to CEBC on the Academic Staff website; and 4. Develop a plan on how to review Rolling Horizons. CEBC will continue to work with ASEC to determine specific measurable tasks that CEBC

can work on from these areas.

**DRC Committee Annual Report
Academic Staff Assembly
FY 2016-17**

Past Year's Activities

- Identified ASA districts that did not comply with ASPP size rules.
- Identified structural problems with ASPP district size rules.
- Proposed ASPP changes to correct current size problems and prevent pervasive noncompliance from reoccurring.
- Presented on possible solutions and conducted listening session.
- Proposed changes to ASPP, which were accepted.
- Implemented new ASPP rules in a new automated districting process.
- Redistricted all Academic Staff according to new districting processes.

Past Year's Committee Membership

- Ian Benton (co-chair)
- Eileen Ewing
- Robin Kurtz
- Gene Masters (co-chair)
- Brady Minter (replaced Benjamin Schultz)
- Mary Possin
- Benjamin Schultz (stepped down)

Future Issues/Plans for the Committee

- Monitor new districting processes and respond to unforeseen problems.
- Prepare to accommodate impacts from the titling study. New districting rules should continue to function but a second round of district composition adjustments will be needed to accommodate large-scale title changes.

Academic Staff Mentoring Committee Annual Report Academic Staff Assembly 2016-17

Past Year's Activities

- 2016-17 Academic Year Mentor/Mentee Match Program
- Provided monthly resource ideas to Program participants
- October 2016 Fall Kick-Off Event (Speakers, Panel, Goal Setting, Lunch)
- November 2016 Mentoring Community of Practice meeting
- Promotion of Fully Prepare to Engage/Lead Series to members
- Held monthly meetings and updates to Website, Facebook and LinkedIn
- February 2017 event on “Delivering Effective Feedback”
- April 2017 Event on “Workplace Inclusion”
- May 2017 Community of Practice Tour of campus

Past Year's Committee Membership

Linnea Burk, co-chair
Heather Weltin, co-chair
Marty Gustafson
Ed Elder
Jessica Solcz
Catherine Stephens
Christopher Barnes
Erica Gill
Julie Kovalske

Future Issues/Plans for the Committee

- Continue the Academic Staff Mentor/Mentee Match Program for 2017-18 academic year.
- October Mentor/Mentee Match Kick Off Event
- Develop and promote 1 event for fall (Mindfulness Workshop) and 2 events for spring
- Expand resources for mentors/mentees on Website
- Promote resources and events on our LinkedIn and Facebook groups
- Strategic plan for committee: how to increase mentor participation and how to collaborate with other mentoring programs on campus

Nominating Committee Annual Report 2016-2017 Academic Staff Assembly

Summary of Activities

Overall, the Nominating Committee identified and forwarded the names of 95 academic staff for consideration for an estimated 85 University committee positions. The Nominating Committee met 10 times during the 2016-2017 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
- Included article regarding serving on campus committees in Work@UW email to all academic staff on campus

During the 2016-2017 term, the Nominating Committee identified individuals for appointment to 15 slots left open due to new committees, staff resignation, retirement or departure from the UW-Madison.

- Academic Staff Executive Committee – 1
- Biological/Medical Sciences ARC – 1
- Personnel Policies and Procedures Committee - 1
- Professional Development and Recognition Committee - 5
- Mentoring - 1
- Academic Staff Appeals – 1
- Districting and Representation Committee - 1
- Advisory Committee to the Office of the Dean of Students– 1
- Budget Committee - 3

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 – 6
- Communications Committee – 4
- Compensation and Economic Benefits Committee – 5
- Districting and Representation Committee – 4
- Mentoring Committee - 4
- Professional Development and Recognition Committee – 5
- 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 12 candidates for Academic Staff Area Review Committees (ARC).

- 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 32 candidates for appointment to campus shared governance committees. Of the candidates, 9 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 Diversity and Climate - 2
- Campus Transportation – 1
- Equity and Diversity Advisory Committee – 1
- GLBTQ Advisory Committee - 1
- Health Care Advisory Committee – 0
- Information Technology – 1
- Labor Codes Licensing Compliance Committee – 1
- Lakeshore Nature Preserve Committee – 1
- Memorial Library – 1
- Recreation Sports – 3
- Research Safety and Compliance - 1
- Retirement Issues –1
- Student Hearing Panels – 5
- Undergraduate Recruitment, Admissions and Financial Aid - 1
- University Curriculum Committee - 2
- Union Council – 0
- Committee on Women In The University – 2
- University Research Council - 2

2016-2017 Nominating Committee Membership

Dan Barnish (L&S), Rebecca Beebe, co-chair (PHAR), Tom Browne, co-chair (CALs), Eric Geifer (LAW), Jennifer Heintz (SMPH), Sharon Kahn (L&S), Africa Lozano (GS), Alissa Oleck (DCS), Sheila Stoeckel, co-chair (Libraries)

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

Personnel Policies and Procedures Committee (PPPC)
Academic Staff Assembly
2016-17

Past Year's Activities

The primary focus of last year's activities was the impact of the modifications of Title IX/VAWA, the passage of new UW-System policies on this matter, and the impact on ASPP. We have met regularly with Rachel Jeris (UW Legal). We discussed what had to be done differently for complaint of sexual harassment and sexual violence, the impact of imposing those changes on all complaints against academic staff, and how best to integrate the information into ASPP. We concluded that the best practice would be to create a separate chapter for these complaints, both to avoid confusion and to allow complainants and respondents to easily find the rules that applied to them.

We worked on a modification of ASPP 6.03(a)(4) and 60.3(b)(4) to include a definition of "electronic means" as it pertains to notification of dismissal. A number of ad hoc issues also arose and were discussed. These include language updates to dismissal for cause in response to UW System changes, and ASPP chapter 7 and joinder issues.

Past Year's Committee Membership

Pam Garcia-Rivera (co-chair)
Linda Scholl (co-chair)
Deb Brauer
Ann Lewis
Shirin Malekpour
Carol Pech
Dorothea Salo
Mark Seeger
Jonathan Thom

Future Issues/Plans for the Committee

In 2017-18, PPPC plans to continue rolling review of ASPP starting from chapter 1. Our current primary focus is the campus policy of sexual assault and sexual violence, its interface with ASPP and changes to ASPP to bring them into accord, and providing feedback on drafts. We will also work with the Secretary's Office to continue triaging ad hoc requests about ASPP from the campus community.

2016-2017
PDRC Committee Annual Report
Academic Staff Assembly

Past Year's Activities**Professional Development Grants**

The Fall 2016 round of grants considered proposals for activities occurring from January 1 to June 30, 2017. Forty (40) applications out of 80 received (50%) were funded with an average award of \$868. In spring 2017, for activities July 1 to December 31, 2017, twenty-nine (29) applications out of sixty-one (61) were funded with an average award of \$1,018. 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 Committees

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. Five staff members on campus were awarded the Executive Education Grants.

Past Year's Committee Membership

- Membership consists of 12 members, four elected each year to serve a three-year term, no term limits exist.
- **Last year's committee members:** Nick Adair, Jeff Armstrong (Co-Chair), Jim Lacy, Nichlos Ewoldt (Co-Chair), Stephanie Jones, Stephanie Kutz, Chris Lupton, Jennifer Meier, Martha Reck, Jacob Rome, Brad Schantz and 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.