

Communications Committee Annual Report 2018-2019 Academic Staff Assembly

Past Year's Activities

- Updating the Responsibilities of the Academic Staff Communications Committee in the *Academic Staff Policies and Procedures*.
- Reconvening and rebooting the committee with a re-evaluation and refresh of committee priorities, deliverables and recommendations (see *Future Issues/Plans for the Committee*).

Past Year's Committee Membership

Current Members:

- Ashley Voss (Co-Chair)
- Lori Wilson (Co-Chair)
- Linda Endlich
- Megan Flowers
- Felipe Gacharna
- Kyle Henderson
- Lindsay Lemmer
- Robyn Perrin
- Howard Veregin

Past Members (over the last year):

- Matthew Call
- Jennifer Garrett
- Emily Kite
- Diane Stojanovich
- Yael Gen

Future Issues/Plans for the Committee

1. Currently, the Communications Committee is looking at how it can best serve the Secretary of the Academic Staff, ASEC, the Assembly and academic staff by evaluating current and possible communications strategies and tactics.

The committee has broken into three subgroups to investigate:

- **Mechanics** – Investigating how to best send the academic staff newsletter to measure and increase impact.
- **Content** – Exploring newsletter frequency, types of content, sourcing and leveraging existing tools and resources to create the most effective communications.
- **Website** – Delving into the possibility of how to increase visibility, accessibility and userfriendliness and cohesion with the university of the academic staff website.

The committee plans to share insights, recommendations and further questions with the Secretary's office, ASEC and the Assembly in late 2019.

Next, we plan to work with the Secretary's office, ASEC and the Assembly to implement changes, as necessary and agreed upon, and move forward with an improved newsletter for academic staff.

2. The Communications Committee has been made aware of a possible need of assistance with communicating the Title and Total Compensation (TTC) project and remains ready to help. We are currently drafting language aimed at non-managerial academic staff to clearly and succinctly express how this project and upcoming milestones are important to this audience.

3. Additional Projects – Pending availability, the Communications Committee looks forward to working with the Secretary’s Office, ASEC, the Assembly and other Committees on helping them with their communications priorities. Possible ideas that have been sent to the Committee include (but are not limited to):

- A one-page Committee Summary for new members.
- Increasing awareness about and importance of shared governance.
- Working with the Division of Diversity, Equity and Educational Achievement Office.
- Identify academic staff communications gaps

Compensation and Economic Benefits Committee Annual Report 2018-2019

Academic Staff Assembly

Past Year's Activities

CEBC was focused primarily on the TTC project, as this will profoundly impact compensation for years to come. In January we met with TTC representatives, with the discussion focusing on career paths for academic staff. Our perception was that TTC was assuming academic staff would advance their careers by moving from title to title, and we pointed out that, given how titles were being defined, many academic staff would remain in the same title their entire career.

This led to ASEC and CEBC member Russell Dimond co-sponsoring a [Resolution Regarding Salary Ranges for the Title and Total Compensation Project](#), urging TTC to ensure salary ranges are wide enough to allow academic staff members to enjoy a full and successful career at UW-Madison even if they never change titles. This passed unanimously, and we have noted that TTC has since made “progression” (i.e. career advancement without changing title) a core element in their descriptions of the new system.

Past Year's Committee Membership

Steven Anderson
Craig Brabant
Emily Clark
Russell Dimond
Sharon Gehl
Robert Glover
Elizabeth Tuschen
Nancy Graff Schultz
Carol Van Hulle (Chair)

Future Issues/Plans for the Committee

CEBC remains primarily focused on TTC, and especially the forthcoming Salary Administration Guidelines. We have created a list of questions/concerns/issues, and Diane Blaskowski, TTC sponsor, will meet with us in December to discuss them. The last two state pay plans, while a vast improvement over the recent past, were still not enough to keep up with inflation or what we know about market compensation. We want to make sure that the pay tools in the new Guidelines have the ability to fill in the gap, though making funding available to actually do so will be up to University leadership.

We also plan to request historical data on compensation, along the lines of the faculty compensation data available every year in the “red book.” One positive result of the lack of pay plans in the recent past is that University leadership has taken much greater responsibility for compensation rather than leaving it to the state, particularly by creating the annual Discretionary Compensation Fund exercise. We want to better understand the effects of this change. We suspect the overall trend in compensation has been more positive than many academic staff members realize, but are concerned that the discretionary nature of the exercise may have left some academic staff members behind. This is especially important because it seems likely the new Salary Administration Guidelines will increase the role of “discretion.”

Districting and Representation Committee Annual Report FY 2018–2019

Academic Staff Assembly

Past Year's Activities

Consulted on new districting software build.

Past Year's Committee Membership

Ian Benton

Max Coller

Eileen Ewing (chair)

Robin Kurtz

Brady Minter

Gene Masters (term ended June)

David Toland (term began July)

Future Issues/Plans for the Committee

- Testing and monitoring new districting software.
- Developing and implementing new districting rules based on Titling and Total Compensation.
- Meeting semesterly to assess developing issues, with special attention paid to district updates prior to April elections.

Academic Staff Mentoring Committee Annual Report 2018-2019

Academic Staff Assembly

Past Year's Activities

- 2018-19 Academic Year Mentor/Mentee Match Program
- October 2018 Fall Kick-Off Event (Speakers, Panel, Goal Setting, Lunch) – 60+ mentors, 20+ w/ 2 mentees, a few w/ 3 mentees
- November 2018 Fall Event – Consuming Happiness: Thrift, Spending & the Well-Being Economy by Professor Christine Whelan
- Held monthly meetings and updates to Website, Facebook and LinkedIn to provide resource ideas to Program participants
- March 12, 2019 event – Panel discussion of successful mentoring relationships featuring three successful Academic Staff mentoring pairs
- May 16, 2019 – Mentor Social and Thank you event focusing on moving forward with mentoring relationships and transitioning from mentee to mentor.
- Lost two members from the committee due to changes in employment

Past Year's Committee Membership

Ed Elder – co-chair

Chris Logterman – co-chair

Frank Rooney

Sarah Sebrosky

Jessica Solcz

Teri Stratton

Michelle Holland

Kerui Xu

Kelly Rupp

Future Issues/Plans for the Committee

- Continue the Academic Staff Mentor/Mentee Match Program for 2019-20 academic year. We have 194 mentees and 104 mentors.
- October 22 Mentor/Mentee Match Kickoff Event featuring AnneLynn Gillian-Daniel as the presenter.
- Develop and promote one event for fall in addition to the kick-off event and two events for spring, considering partnering with other Academic Staff groups
- Expand resources for mentors/mentees on Website
- Promote resources and events on our LinkedIn group
- Strategic plan for committee: how to increase mentor participation and how to collaborate with other mentoring programs on campus

Academic Staff Nominating Committee Annual Report 2018-2019

Academic Staff Assembly

Summary of Activities

Overall, the Nominating Committee identified and forwarded the names of 87 academic staff for consideration for an estimated 72 University committee positions. The Nominating Committee met in person 7 times and held 10 conference calls during the 2018 -2019 academic year to coordinate efforts.

To recruit Academic Staff members to the candidate pool we:

- Utilized Committee Tracker- Academic Staff Committee Interest Survey located on Secretary of Academic Staff website
- Recruitment email sent by the Secretary of the Academic Staff
- Included article regarding serving on campus committees in Work@UW email to all academic staff on campus

During the 2018-2019 term, the Nominating Committee identified individuals for appointment to 12 slots left open due to new committees, staff resignation, retirement or departure from the UW-Madison.

- Academic Staff Executive Committee –2
- Curriculum Committee – 1
- Personnel Policies and Procedures Committee - 1
- Professional Development and Recognition Committee -1
- Mentoring -2
- Communications Committee – 1
- Committee on Women in the University - 1
- Campus Diversity and Climate Committee - 1
- Immigration and International Issues Committee - 2

The Nominating Committee identified and forwarded the names of 37 candidates for the Academic Staff Assembly standing committee election slates. Of the candidates, 6 were current committee members who agreed to run again and 31 were identified using the survey/candidate pool.

- Academic Staff Executive Committee – 6 total; 5 new, 1 renewal
- Communications Committee – 6 total; 6 new
- Compensation and Economic Benefits Committee – 6 total; 5 new, 1 renewal
- Districting and Representation Committee – 3 total; 1 new, 2 renewals
- Mentoring Committee — 5 total; 5 new
- Professional Development and Recognition Committee – 5 total; 4 new, 1 renewal
- Personnel Policies and Procedures Committee – 6 total; 5 new, 1 renewal

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 total; 4 renewal
- Administrative/Student Services Library ARC – 3 total; 2 new, 1 renewal
- Biological/Medical Sciences ARC – 3 total; 3 renewals
- Physical Sciences/Engineering ARC – 3 total; 1 new, 2 renewals
- Humanities/Social Studies ARC – 3 total; 1 new, 2 renewals

The Nominating Committee identified and forwarded the names of 22 candidates for appointment to campus shared governance committees. Of the candidates, 11 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 total; 1 renewal
- Advisory Committee to the Office of the Dean of Students – 1 total; 1 renewal
- Academic Staff Appeals Committee – 4 total; 1 new, 3 renewals
- Campus Diversity and Climate – 0
- Campus Transportation – 1 total; 1 new
- Equity and Diversity Advisory Committee – 0
- GLBTQ Advisory Committee – 0
- Health Care Advisory Committee – 1 total; 1 new
- Information Technology – 1 total; 1 new
- Labor Codes Licensing Compliance Committee – 1 total; 1 new
- Lakeshore Nature Preserve Committee – 0
- Memorial Library – 0
- Recreation Sports – 1 total; 1 renewal
- Research Safety and Compliance - 0
- Retirement Issues – 1 total; 1 renewal
- Student Hearing Panels – 5 total; 3 new, 2 renewal
- Undergraduate Recruitment, Admissions and Financial Aid - 0
- University Curriculum Committee - 2 total; 1 new, 1 renewal
- Union Council – 0
- Committee on Women In The University – 2 total; 1 new, 1 renewal
- University Research Council - 1 total; 1 renewal

2018-2019 Nominating Committee Membership

Dan Barnish, co-chair (L&S), Rebecca Beebe (PHAR), Jacob Hahn (WU), Josh Hanson (ENRL), Benjamin Heidke (LAW), Sharon Kahn (BUS), Karyn Matchey, co-chair (SMPH), Alissa Oleck, co-chair (DCS), Allison Rice (L&S)

Future Issues/Plans for the Committee

- Enhance resources for committee members including email templates and FAQ documents
- Improve communication with perspective committee members regarding shared governance and the election or appointment process and timeline

PPPC Committee Annual Report 2018-19 Academic Staff Assembly

Past Year's Activities

- Reviewed the Personnel File and Reference Check Policy (*Policy was revised to state that findings of violation of sexual harassment/violence policy and ongoing investigations must be filed in personnel file, UW must inquire about findings and ongoing investigations during reference checks, and such information must be reported by UW to new employer's HR department when a reference check is requested. Information must be removed from p-file if employee found not to have violated policy. PPPC asked who at UW would be responsible for asking and providing the requested information, and how training would be provided.*) (Oct 2018)
- Updated on Institutional Policy Library (ongoing)
- TTC and the Benefits Survey (*PPPC met with a representative of TTC/Huron and asked whether the survey would state what benefits are and are not under consideration. PPPC asked whether the data would be made publicly available, and whether the results could be used to reduce benefits.*) (January 2019)
- Review of ASPP chapter 7, "Employment Problems: Informal Resolution and Grievance Procedures" (ongoing)
- Return to Work Program Policy (provided letter of support – *recognized the RTW program will bring UW to parity with peer institutions. Had concerns regarding small or budget-stretched units paying for their employees to work elsewhere, and suggested a charge-back system be considered. Asked whether RTW would be mandatory for eligible employees, and whether the policy would apply to non-work-related injuries.*) (April 2019)
- Advised Title IX coordinator that complainants and respondents should be granted equal appeal rights for discipline and dismissal decisions related to sexual assault and sexual violence. (July 2018). Development of ASPP Ch. 16 was then halted d/t ongoing writing of new Title IX regulations at the federal level.

Past Year's Committee Membership

- Deb Brauer
- Caitlin Cleary
- Jim Franzone
- Pam Garcia-Rivera (Co-Chair)
- Anita Herrick
- Anna Lewis
- Carlos Lozano
- Dorothea Salo (Co-Chair)
- Jonathan Thom

Future Issues/Plans for the Committee

- Determine if anything needs to be addressed, or any changes are needed to ASPP, regarding the TTC. Collaborate with CEBC to address overlap in committees' questions/concerns.
- Ensure that ASPP is up to date with any OHR changes that have occurred over the past year and this upcoming year.
- Monitor federal Title IX goings-on and determine whether to continue committee's work on drafting an ASPP chapter related to discipline and dismissal for sexual misconduct.
- Continue to act as personnel policy "advisory" committee and take incoming requests.

Professional Development and Recognition Committee Annual Report 2018-2019

Academic Staff Assembly

Academic Year 2018-2019 Activities and Awards

For Fall 2018 activities, we awarded a total of \$33,675.15 to 35 academic staff recipients. A total of 54 applications were submitted to the program for Fall activities. For Spring 2019 activities, we awarded a total of \$34,265.18 to 35 academic staff recipients. 79 applications were submitted for Spring activities.

For the Spring 2019 semester, the committee chose five grant recipients to participate in Executive Education Courses offered by the School of Business. We had a total of 30 applicants to this program.

Finally, the committee selected winners for nine UW-Madison Academic Staff Excellence Awards that were celebrated at the annual awards ceremony in April 2019:

Chancellor's Hilldale Award for Excellence in Teaching

Kim Lord-Plummer

Chancellor's Award for Excellence in Service to the University

Abbey Thomson

Chancellor's Award for Excellence in Research -Independent Investigator

Michael Westphall

Chancellor's Award for Excellence in Research - Critical Research Support

Paul McGuire

Chancellor's Award for Excellence in Leadership - Individual Unit Level

Susan Nossal

Chancellor's Award for Excellence in Leadership - College, School or Larger University Level

Karen Mittlestadt

Robert and Carroll Heideman Award for Excellence in Public Service and Outreach

Rick Strickland

Martha Casey Award for Dedicated Service to the University

Jeffrey Stevens

Ann Wallace Career Achievement Award

Bruno Browning

2018-2019 Committee Membership

Martha Reck (Chair)

Nicholas Ewoldt

Kim Bruksch-Meck

Steven Catania

Jim Lacy

Mary Lewitzke

Jennifer Meier

Eva Rakasz

Brad Schantz

Christine Schultz

Ken Niemeyer
Mary Russell

Future Issues/Plans for the Committee

Beginning in the Fall of 2019, the Division of Continuing Studies (DCS) will maintain their own process for distributing DCS course grants.

In response to an increase in the total number of academic staff on campus resulting from the merger with UW Extension, the Secretary of the Academic Staff made a request to the Provost's Office for an increase in funding available for professional development grants. If approved, this will allow our committee to award additional grant opportunities to our colleagues across campus.