

L&S USIC/CASI Committee Meeting
Tuesday, February 16, 2016, 9:30-10:30am, 260 Bascom Hall
Minutes

Present: Diana Allaby, Doug Dummer, Kari Fernholz, Vicki Fugate, Nick Hill, Tony Jacob, Cheryl Adams Kadera, Jim Lacy, Andrea Lowe, Jose Madera, Peggy Nowicki, Angela Powell, Jim Reardon, Abike Sanyaolu, Karl Scholz, Benjamin Schultz, Sara Yaeger

1. Welcome

2. Approval of Minutes: December USIC/CASI minutes approved

3. Public Comment

There were no public comments.

4. Dean's Report

- The next Administration Topic of the Month breakfast meeting in February will be canceled. These meetings are usually reserved for administrative tools rather than updates and there were no new tools to present. One person suggested that technology tools be presented at these meetings; it was commented that tech tools are presented already in different venues.
- The Dean requested input on whether having a meeting to discuss policies that are still under development is a positive move since it is hard to structure a meeting when policies are still under development.
Comments:
 - Several people suggested not meeting because answers to specific questions may not be available.
 - One positive for meeting is that it would keep attendees up-to-date on policy developments.
 - One concern about having a meeting to discuss policies still being developed is whether attendees would leave dissatisfied since the meeting would not clarify the exact defined policies since they're still under development.
 - If attendees felt the meeting was not beneficial since the policies are still in flux this might encourage lower future attendance at similar meetings.
 - If attendance did decline this may also occur at future meetings in which more definitive policy conclusions and policy implementations were presented.
 - The discussion also encouraged creating additional communication from South Hall.
- There are 5 finalist candidates for the Associate Dean for Student Academic Affairs and Director of Undergraduate Advising. The candidates will have public presentations at 3:30pm on the following dates:
 - Dr. Jennifer Faust – Mon, Feb 22, Grainger Hall Executive Dining
 - Dr. Mercedes Ramírez Fernández – Wed, Feb 24, 3070 Grainger Hall
 - Dr. Cheryl Gittens – Fri, Feb 26, Grainger Hall Executive Dining
 - Dr. Christina Klawitter – Mon, Feb 29, 4151 Grainger Hall
 - Cal Bergman – Tues, Mar 1, 3070 Grainger Hall
- The University Committee has approved the following structural changes to L&S Departments. New Departments:
 - Asian Languages and Culture (combination of current departments)
 - African Cultural Studies (combination of current departments)
 - School of Music will now be called Mead Witter School of Music
 - German, Nordic, and Slavic Department (combination of current departments)

- The USIC listening session last semester was well attended and had frank discussions. Part of the meeting was to address what can be done to improve areas of concern. One focal point was to build a community of similar-duty job positions across departments. For example, can a community of payroll University Staff, purchasers, laboratory stockroom personnel, etc., be formed to meet and discuss areas of concern, best practices, brainstorm, etc. These small group meeting would not be run by the Dean's Office but the Dean's Office can facilitate the formation of these groups.

Questions raised:

- Would the group be self-running or would others be invited?
- Who would the attending members go to if they want to make a change (immediate supervisor, department chair, Dean)?
- It was brought up that another similar groups already exists. For example, Department Administrators have met for several decades; this group currently meets twice a semester and invite experts to their meetings.

5. Campus Wide Committee Updates

Academic Staff Assembly (ASA)

ASA: Meeting focused on general updates. One part of the meeting was a proposed change to Academic Staff titles in ASPP was to include greater detail of what the AS members do in their job. Another proposal was to add a new title series for teaching AS: "Teaching Professor".

Comments:

- Would this continue to segregate people into hierarchal structures? Titles would now include: lecturer, adjunct professor, teaching professor; hence, there are lots of titles.
- Part of the idea of a Teaching Professor would be that these individuals could be hired into a tenure-track position.
- An issue was raised as to whether this could cause problems if one employee was hired as a Faculty Associate while another person with similar job duties was hired as a Teaching Professor.
- One person stated that the intent was to streamline titles (i.e., get rid of Faculty Associate and lecturers) and get everyone into Teaching Professor title with the lecturer title being used for temporary positions.
- Adjunct professor is not used very often and mainly for the Business School and their visiting instructors. Some employees don't wish to be hired as an "adjunct" because of the possible negative connotations.
- The Faculty Associate title is not well understood outside of UW-Madison.
- Part of the impetus of changing job titles is to align with what other Big 10 schools are doing with their employment categories.
- It was asked how does adding a new job title complicate things with HR and the job title review soon to be undertaken.

University Staff Congress (Angela)

There were changes made in the by-laws. There was a farewell to Darrell Bazzell. The issue of emeritus status for University Staff was raised. A grievance procedure presentation was made. Fees (\$400) are required to make a grievance appeal. Once an appeal is made, a panel first hears the grievance. The next step of the process is to appeal to the Chancellor but this involves a fee for the appellant (\$400). The USC is looking into a fund to help pay for this fee.

Climate Committee (Ben and Jeanne)

They met with Dean Nancy Westphal-Johnson and discussed the survey. There were a large number of responses along with 20 pages of comments. A subcommittee will meet in March to go through and classify the comments into categories. The subcommittee will prioritize the comments, ascertain the greatest concern, and eventually digest the survey results and disseminate them hopefully by the end of the semester.

Excellence Awards Professional Development Grants (Diana)

Diana Allaby, Andrea Lowe, Jose Madera: University Staff Excellence Awards/Professional Development Grants/PDRC: Academic staff awards meeting will be in March.

6. HR updates

- HR payroll re-organization is underway. There were about 250 recommendations for raises for the discretionary compensation fund (DCF). Cheryl Adams Kadera received ~160 while Diana Allaby received ~75.
- When Administrative Meetings are held to discuss a specific topic, they are usually only done once a year. A question was raised about what a new person should do if they are hired after a crucial administrative meeting is held? The response is that these folks are usually referred individually to Cheryl or Diana rather than re-doing the missed meeting.

7. New business

- There will be a Benefits/Compensation Presentation on Monday, April 20 with UW-Madison Benefits Services, Office of Human Resources. Chris Calkins will be the presenter. It will be held at 21 North Park Street in rooms 1106 and 1108.
- There will be Dean Scholz listening sessions for AS and US this semester.

Meeting was adjourned!

Next USIC/CASI meeting: Thursday, March 17, 9:30-10:30 am, 101 South Hall