

**Academic Staff Assembly**  
**Minutes – January 20, 2015**  
**Phoenix B, University Union**

**1. Call to Order and Welcome**

There were about 35 people in attendance. The Chair of the Academic Staff Committee, Katrina Hrivnak, called the assembly to order at 3:05 p.m. She welcomed the group and introduced other members of the Academic Staff Committee: Josh Goldman, Brent Blahnik, Jennifer Jones, Emily Rogers, and Kristi Aoki. She explained that the Chancellor was unavailable.

**2. Provost's Report**

Interim Provost Fritz thanked the group for his warm welcome and explained how he was meeting, learning, and listening to understand his new job. He stressed optimism, accessibility, and opportunities to reexamine ourselves in the face of budget cuts that are as yet unknown.

**3. Action Item – Change of Bylaws**

Chair Hrivnak invited the Academic Staff members to share their concerns with the ASC and then introduced a motion to approve several changes to Joint Governance Committees (Committee on Workload and Compensation, Committee on Legislative Affairs, Learning Technology Collaborative Committee, and Awards and Recognition) to accommodate participation of University Staff. The specific motion to approve changes already approved by the other governance groups (Faculty and University Staff) was made by Samantha Surowiec and seconded by Lynn Niemi. The motion passed on a voice vote.

**4. Committee Reports**

a. Committee on Workload and Compensation

The report was given by co-chair Patricia Terry. The Committee has been focusing on workplace flexibility, noting that existing policy is not always followed.

As a morale issue, they had proposed closing the campus on the Fridays after Thanksgiving and Christmas but the Chancellor told them only the Governor had authority to close the campus. This raised a question of who authorized the closure of the DMV on those dates.

On the compensation front the Committee is working on a proposal to tap tuition revenue from increased enrollment for compensation. It had also asked that people confirm the appropriateness of whatever CUPA titles had been used for their jobs. (The University responds to data surveys of compensation with categories of titles that don't always match ones we have.)

A question was raised about misperceptions about the sources of the money used for special salary increases over the past two years. It was later explained that it came from reallocations at the discretion of the area leaders and division heads, not from some magic pot of unused money.

There was also a request for the minutes of the CWC to be made available on the SOFAS website.

b. Professional Development Allocation Committee

The Committee reported that they had a dozen applicants and had made a number of awards but there was still \$3400 dollars left to be awarded this year. Applications are encouraged.

c. Professional Development Programming Committee

The partnership with the University Staff is proving successful both in terms of programming – attendance is up at two past events and three more events are scheduled – and in terms of cost savings. The Committee may end up with a surplus in its budget. The ASC will discuss how to handle the surplus.

d. Personnel Committee

Jeff Krueger reported that some recommended changes to the performance evaluation process had been adopted. A discussion of career progression possibilities is now a routine part of the process. Issues of inclusivity will be addressed and the evaluative 4-point scale has been changed to a simpler 2-point scale (satisfactory or not). When asked why, the response was that the simpler distinction was easier to standardize across departments and perhaps more meaningful.

e. Leadership and Involvement

There was no report but Josh Goldman took the opportunity to talk about the Campus Connection program to encourage mentoring. People are encouraged to take part in the brief training program to become mentors. Once they have been matched with a new employee, mentors receive complimentary lunch coupons for themselves and their mentee to use.

f. UW-System Rep

Katrina Hrivnak reported on her service to the monthly meetings with Academic Staff reps from other campuses. The biggest issue these days is the upcoming budget and some expected cuts. She invited people to share concerns.

**5. Other business**

The Secretary of the Faculty and Academic Staff mentioned a proposal to combine the separate handbooks of the governance groups into a single employee handbook. The proposal was not to make any substantive changes but just to make it easier to find and see information about the groups, their similarities and differences. It was suggested, however, that substantive changes might be in order and that would be the work of the lead committees of the three governance groups (University Committee, Academic Staff Committee, and University Staff Committee). A concern was also raised about encouraging new faces on academic staff committees. One suggestion was to include brief bios on ballots so that new names could become more familiar.

**6. Adjournment**

Paula Ganyard moved (Samantha Surowiec seconded) adjournment and the body mustered the energy to agree just before 3:50 p.m.

Respectfully submitted,

Clifford Abbott, Secretary of the Faculty and Academic Staff