

2022-2023 Academic Staff Committee

Meeting Minutes – Approved 1/18/23

December 21, 2022

1:30 p.m.

Green Bay Campus IS 1020 or [Zoom Link](#)

- I. Meeting called to order at 1:33 pm
- II. Roshelle Amundson will be the minute taker
- III. Approval of minutes – Fall ASC Assembly Meeting Minutes

Bobbie Webster motion to approve; Roshelle Amundson seconded; motion approved.

- IV. Review of Information from
 - a. University Committee Meetings
 - i. Attendance for upcoming meetings (Lynn/Virginia to provide back up support to Laura for the January meeting)
 - b. Faculty Senate Meetings
 - i. Attendance for upcoming meetings
 2. January 22, 2023 - Bobbi Webster
 3. February 22, 2023 - Virginia Englebert
 4. March 29, 2023 - Roshelle Amundson
 5. May 3, 2023 - TBD

V. New Business

- a. 2023 UW System Awards (Individual and Department)
Vote conducted; selected 3-4 names to submit to leadership.
Laura Nolan made motion to approve; Roshelle Amundson seconded; motion approved.
- b. With Nichole LaGrow's changing position within the organization, a new ASC Chair is necessary. After brief discussion, Laura Nolan was nominated. Bethany Welch made the motion; unanimous vote; motion approved.

VI. Old Business

- a. Guest Speaker/HR Report
Megan Noltner was the guest speaker. She updated the ASC on the ongoing dialogue regarding the performance appraisal process which was introduced to the ASC in early December. HR has decided to move forward with the newly constructed appraisal form; however, there were a number of caveats. Notably, HR made a few slight adjustments to the specificity of language which was concerning to a number of academic staff and ASC members per the feedback collected during and immediately after the Academic Staff Fall Assembly, and the initial ASC meeting (within which the document was first introduced), respectively. Those concerns included the questions of job engagement, the ranking of itemized responsibilities, and organizational competencies.

The new template will be included in the January 2023 cycle—however, it is not mandated. Rather, if the supervisor and the employee agree to use the new form, it will be implemented for this cycle. If there is not consensus between the employee and his/her/their respective supervisor, the “old” modified form will be used for this review cycle. The ASC expressed gratitude to Megan and Human Resources for actively listening to concerns of employees and for implementing some of the revisions requested, as well as honoring the current form due to short-notice and its potential implications on an employee and pay plan increase for this year’s review cycle.

b. Employee Climate Survey

This survey will be distributed and collected between January 31, 2023 and March 09, 2023. The scope of this survey is to review “perceptions on many campus climate-related topics, including diversity, job satisfaction, employee experience and engagement, institutional priorities, etc., we can better understand employee needs and what we can do to improve the experiences of all employees here at UW-Green Bay.” Discussions have been held as to the length of time it will take for the feedback provided to be reviewed and packaged to be presented back to employees—late in the year. This, however, has included new conversations as the Chancellor’s survey appears that it will be distributed concurrently.

c. Chancellor’s Survey

This survey is still being crafted and is not yet available for consumption, but initial concerns discussed are that it is concurrent with the EC survey and performance appraisals—will employees be overwhelmed with these to-do’s and will the time necessary to complete all of them impede the integrity of the data. More to come--

VII. Lynn made motion to adjourn. Laura seconded. Meeting adjourned.