

SUMMARY FROM THE MEETING OF THE UW SYSTEM ADMINISTRATION ACADEMIC STAFF COMMITTEE

Date: December 17, 2008

Members Present: Todd Bailey, Chair; Sal Carranza, ASPRO Representative; Jennifer Moore, Secretary; Eileen Norby; Jan Sheppard; Donna Silver, Systemwide Academic Staff Representative

Members Absent: Anne Bilder, Yufeng Duan (committee's 9th position is currently vacant)

Agenda Discussion Items

1. **Election Update (Jennifer/Eileen)**

Elections were extended into December to increase voter participation, which improved from 22% to 49%. Some academic staff members did not receive the first ballot that Jennifer emailed in November. Newly elected members are Todd Bailey, Sal Carranza, Cindy Graham, Donna Silver, and Andy Taylor (alternate). The committee will welcome new members, Cindy and Andy, at the Jan. 15 meeting. The results will be officially announced when the AcadStaffList email distribution list is updated. Jennifer and Sal are working with Kathy Morrison on this. The list will include Academic Staff Voters as well as other academic staff who need to be kept informed of issues, such as those who supervise academic staff and staff with limited appointments.

Jennifer will create an elections process document for the committee's future reference. Steps the committee should follow prior to each election include: 1) updating both the Academic Staff Voters list (used for the ballot) and the Academic Staff List (used to announce the results); and 2) requesting an email confirmation when the ballot is sent out.

Sal will email the committee the new academic staff list when the updates are complete. Committee members are to print the list for their binders. Jennifer will post the new list to the ASC website.

2. **Academic Staff Representative Update (Donna)**

- Important to create a budget bill inclusive of academic staff and opposed to decoupling faculty and academic staff.
- A number of UW System academic staff committees are being proactive in dealing with the potential elimination of positions.
- Governance groups need to be part of the discussion in formulating the Inclusivity Report.
- The UW System is working out a plan to evaluate the promotion process.
- Forums are being held on UW campuses about how to deal with potential pending budget cuts; there's a push on Domestic Partner benefits and tuition reimbursement for family members of UW employees.

3. **One grant proposal reviewed and approved**, pending minor requested changes. Todd will follow up.

4. **Brown Bags:** Donna will plan a follow-up with HR staff on the December 2008 Brown Bag on the promotion process. Several staff commented how the Systemwide context was valuable. Follow-up meetings will address the situation of UWSA academic staff more

specifically. Donna also volunteered to lead a spring Brown Bag open to all UWSA staff on the topic of relaxation with Chinese exercise.

5. Procedural Decisions:

- Discussion about adding language to the **Professional Development Grants** form clarifying procedures for how to handle grant forms submitted before an event but after a scheduled ASC meeting. Sal suggested the chair of the committee could circulate the grant proposal to committee members individually for approval/comment. Recommended follow-up action: Sal and Jennifer can work on language for review by the committee; include rationale in the committee's FAQ document for future reference.
- Jennifer will ask Andy Richards if nominations for the **Craven Award** will go out this year.

Next meeting: Thursday, Jan. 15, 2009; 10 – 11:30 a.m. – Welcome to new members and officer elections

Submitted by Jennifer Moore