Academic Staff Senate Meeting
Monday, April 20, 2015 3:00 p.m., Platteville East and West, MPSC

☒ Amy Griswold (Chair, Area I, 2015) ☐ Vacant (Area IV, 2016)
☒ Patricia Pothour (Vice Chair, At-large 2015) ☒ Russell Hill (At-large, 2016)
☒ Scott Gurman (Secretary, Area V, 2016) ☒ John Goomey (At-large, 2016)
☐ Ulz Daeuber (Area III, 2016)

☒ Provost Mittie Nimocks Den Herder (ex officio) ☒ Lisa Merkes-Kress (recording secretary)

Quorum - 5 voting members
Guests: Kaylyn Williams, Denis LaBudda, Rob Cramer, Chancellor Shields

MINUTES

I. Call to Order
Chair Griswold called the meeting to order at 3:00 p.m.

II. Approval of Minutes of April 6, 2015
Ball moved to approve the minutes, seconded by Gurman. Minutes approved.

III. Approval of the Agenda
Ball moved to approve agenda “as amended”, seconded by Pothour. Agenda approved.

IV. Announcements
  ▪ Budget Announcement and Discussion
    Chancellor Shields was in attendance, senate members and guests asked various questions such as:
    ▪ How can governance be involved during the summer months to help with the budget decisions? If there is a need for involvement over the summer the respective areas will reach out as needed, but with staff not on campus during the summer, there probably not be much action needed.
    ▪ Enrollment figures in the fall are not factored in. Will that make a difference? Mid summer or late fall may be when we figure out what will actually happen.
    ▪ With the additional cuts that will be coming, will we have another chance to provide more solutions/recommendations? A new spreadsheet will not be created, we do not want to start from scratch, but all areas will be reviewed that are on the current spreadsheet in phases and updated in the fall.
    ▪ If by chance the cuts are lower than expected, how will things be prioritized? As soon as the hard data is received administration would work with governance groups to solicit input and recommendations.

V. State Representative’s Report (A. Griswold)
  ▪ Next meeting is May 1.

VI. Vice Chair’s Report (P. Pothour)
  ▪ There was an Higher Learning Commission update, HLC will be onsite October 26-27, 2016 and a student survey will be distributed in April 2016.
  ▪ ITS reported that the computers in the labs will have a link to complete a survey, which will help to receive use data. Platteville has 35% more labs than other campuses.
  ▪ Syllabi guidelines were approved.

All are welcome to attend the Senate meeting. Anyone wishing to add an item to the agenda please e-mail Amy Griswold foleya@uwplatt.edu prior to the next Academic Staff Senate meeting. Thank you.
VII. Committee Reports

1. Elections and Appointments (U. Daeuber)
   Elections are in process, the results will be ready by the next Academic Staff Senate meeting. The proposed changes to the bylaws regarding services areas will be reviewed next semester.

2. Professional Development (P. Pothour)
   Received eleven proposals, committee meeting next week to review. Total amount available is $17,000.00.

3. Personnel Commission (J. Ball)
   Next meeting is Wednesday, April 22 at 1:00 in the Computer Conference Room. Chair Griswold would like to have the chair attend the retreat on May 7.

4. Academic Staff Excellence Award Committee Update (S. Gurman)
   The committee has revised the requirements to be more explicit. Minutes from meeting available on S-drive.

VIII. New Business

- MWF Course Timetable – Provost Mittie Den Herder
  Provost Den Herder discussed the reasons and information regarding changing the interval between classes from eight minutes to ten minutes. With the campus growth it is hard for students to get between classes. After a brief discussion the following action was taken:
  
  MOTION: Griswold moved that the Academic Staff Senate recommend that the calendar committee review the timetable and determine a few options that would give a minimum of 10 minute options between classes and to bring back to the senate for approval, seconded by Pothour. Motion carried.

  MOTION: Griswold moved to recommend that the calendar committee add three new members; one non instructional, one instructional, and one classified staff member, seconded by Ball. Motion carried. Gurman volunteered to be the instructional staff if the committee approves this recommendation.

IX. Unfinished Business

1. Syllabi Review
   After a brief discussion the following action was taken:
   
   MOTION: Griswold moved to endorse the syllabi guideline endorsement, seconded by Pothour. Motion carried.

X. Other Business

- Resolutions and Next Steps
  Chair Griswold will forward the draft resolution for review, voting will take place at the next meeting.

- Senate Retreat
  Agenda is being created at this time and retreat is scheduled for May 7 from 11:30-1:00.

XI. Adjournment

Chair Griswold adjourned the meeting at 4:03 p.m.

Next Meeting: Monday, May 04, 2015