MINUTES

I. Call to Order

Chair Cool called the meeting to order at 3:03 p.m.

II. Approval of Minutes of March 3, 2014 and March 17, 2014

Maier moved to approve the minutes of March 3, 2014; seconded by Daeuber. Minutes approved.

Maier moved to approve the minutes of March 17, 2014; seconded by Daeuber. Minutes approved.

III. Approval of the Agenda

Agenda approved as presented.

IV. Announcements

Grand opening of the Robert and James Wright Center will be Wednesday, April 23, 2014 at 11:00. The Wright Center is located on third floor in Royce Hall.

V. Administrative Updates

1. Office of Research and Sponsored Programs Update (A. Dutelle)

The ORSP mission has not changed. The new website is live; see http://www3.uwplatt.edu/sponsored-programs.

- Dutelle will be interim director until June 2015 and two grant specialists were hired, Will Hoyer and Liz Lucas.

- ALL grants must go through the ORSP office, please see timeline http://www3.uwplatt.edu/sponsored-programs/grant-submission-timeline-and-checklist

2. Class Absences and Student Complaint Process (S. Nevins)

- Nevins clarified the issues relating to class absences and the student complaint process. The Dean of Students Office does not excuse absences; they will work with a student to contact instructors if the student will be absent due to extenuating circumstances.

  Complaints: Dean of Students Office can facilitate the process, but doesn’t need to be the one facilitating.

- Please see the new website http://www3.uwplatt.edu/dean-students/services-students for the guidelines.

3. HLC Accreditation Process and Progress Update (D. Drake)

HLC committee will communicate every semester on the process to each
governing body and host open forums, please attend.

- Focus on student learning (in and out of the classroom), diverse education, creating a culture of continuous improvement, and technology.
- The university will submit annual reports, as well as a four-year check point-this is much different the previous accreditation process.
- On campus visit will take place in the fall of 2016 or spring of 2017.
- HLC Accreditation has approved the APC process as our Quality Initiative.
  - Please review the website for more information about the accreditation process and accreditation criteria

Discussion ensued about how student learning is measured. HLC does not have a pre determined measure, HLC is looking for our documentation showing how you identify and how you measure.

VI. State Representative's Report (A. Cool)
- Discussion was mainly about the open records request that UW system has received from Representative Robin Voss. The main focus is about instructional workload. The first two semesters of data will be due May 23, 2014.

VII. The Annual Academic Staff Leadership Conference will be Thursday, July 24, 2014 from 9-2. It will be a virtual conference through Blackboard Collaborate, which means that participants can watch the speakers from any computer you wish. A tentative theme being discussed is “systemness,” how institutions in a system leverage each other in an age of institutional autonomy. Keynote speaker will be Dr. Jason Beier, Interim Vice Chancellor for Administration and Finance for UW Colleges and UW-Extension.

VIII. Vice Chair's Report (A. Griswold)
- Update on faculty elections. URSTPC guidelines were approved. There was discussion about archiving the dean and provost evaluations, salary promotion guidelines, and teaching load.

IX. Committee Reports
a. Elections and Appointments (U. Daeuber)
   Need nominations and volunteers to run for Academic Staff Senate.
   Discussion ensued about the possibility of UABC, the faculty budget committee, becoming a university budget committee. If this happens Academic Senate should discuss having representation on the committee.

b. Professional Development (J. Almquist) - Proposals are due Friday.

c. Personnel Commission (A. Cool)
   Received over sixty job security requests. The committee has reviewed them and forwarded the requests to the Provost. Committee will be reviewing the forms and revising.

d. Academic Staff Excellence Award Committee (K. Maier) – Nothing to report.

X. New Business
1. Budget Presentation Feedback on Questions (R. Cramer)
   a. TSI grants have been decided to be maintained by the executive committee. **MOTION: Maier moved to recommend continuing TSI grants, seconded by Daeuber.** Motion approved, with one opposed and one abstention.
   b. Budget reduction options A, B, C, or D.
      - Discussion ensued about choosing an option that benefits the
colleges would impact student retention areas and affect student enrollment. Cramer forwarded options E and F for Senators review.

c. Should there be a one-time compensation?

There was much discussion for and against giving out one-time compensation monies at this time.

**MOTION:** Griswold moved to recommend not to pay one-time compensation this year; seconded by Maier. Three approved, three opposed, and two abstentions. Motion failed.

Discussion ensued about what happens to the money if a one-time compensation is not distributed.

**MOTION:** Sullivan-Soley moved to recommend the one-time compensation with discussion on how to distribute at another time, seconded by Daeuber. Three approved, three opposed, and two abstentions. Motion failed.

d. Should we re-establish central pool for lab mod upgrades?

- Could help the prioritization process.
- If central pool is not created, the money could be used elsewhere across campus.

**MOTION** Griswold moved to recommend keeping the lab mod/classroom upgrade funding as it is currently; seconded by Daeuber. Motion approved with one opposed and two abstentions.

e. 80/20 carryover

**MOTION:** Ulz moved to recommend the 80/20 carryover, seconded by Sullivan-Soley. One abstention. Motion approved.

Would like more discussion on other changes to budget principles at a future meeting.

**XI. Old Business**

No old business at this time.

**XII. Adjournment**

No other business to be conducted. Chair Cool adjourned the meeting at 5:13 p.m.

Next Meeting: Monday, April 21, 2014

Respectfully Submitted,

Andrea Cool, Chair

Lisa A Merkes-Kress, Recording Secretary

All are welcome to attend the Senate meeting. Anyone wishing to add an item to the agenda please e-mail Andrea Cool at coola@uwplatt.edu prior to the next Academic Staff Senate meeting. Thank you.