Academic Staff Senate Meeting  
Monday, November 4, 2013, 3:00 p.m., Mound Rm., MPSC

Attendees
☒ Andrea Cool (Chair, Area V, 2014) ☒ Diana Trendt (Area IV, 2014)
☒ Patricia Pothour (Secretary, At-large 2015) ☒ James Almquist (At-large, 2014)
☒ Ulz Daeuber (Area III, 2014) ☒ Chris Hein (At-large, 2014)
☒ Amy Griswold (Vice Chair, Area I, 2015) ☒ Provost Mittie Nimocks Den Herder (ex officio) ☒ Lisa Merkes-Kress (recording sec)

Guest: Sarah Hammond, Brett Daggett, Jeanne Durr

I. Call to Order
Chair Cool called the meeting to order at 3:02 p.m.

II. Approval of Minutes of October 8, 2013
Maier moved to approved minutes as presented, seconded by Griswold. Minutes approved.

III. Approval of the Agenda
Agenda stands.

IV. Announcements
1. ASPRO Conference Call (A. Cool)
   Conference call will take place on November 11 from 12:00-1:00 pm. All senators should have received an email regarding that call. Please mark your calendars to participate, if possible.

V. Administrative Updates
No administrative updates at this time.

VI. State Representative’s Report (A. Cool)
November 15 is the next State Representatives meeting.

VII. Vice Chair’s Report (A. Cool)
1. Jen DeCoste reported on the diversity goals and will share her presentation at our next meeting.
2. There was an unanimous vote in support of the request by Zora Sampson for an Emerging Technology Librarian.
3. Faculty Senate referred the salary compensation issues over to the University Rank, Salary, and Tenure Policy Commission (URSTPC). They will have a special meeting in December to discuss their compensation recommendations.

VIII. Committee Reports
1. Elections and Appointments (U. Daeuber)
   Nothing to report at this time.
2. Professional Development (J. Almquist)
   Proposals have been received and will have the numbers tomorrow. The amount available is $11,600.00. Future discussions will entail changing the timeline for grants.
3. Personnel Commission (A. Cool)
   a. Deadlines were determined and wording was updated to better document the process and those involved.
b. Future meetings will discuss job security and a recommend a timeline for moving from fixed term terminal contracts to renewable contracts; a sub-committee will review the details and create a draft for review and discussion.

4. Academic Staff Excellence Award Committee (K. Maier)
   a. Call for nominations are due December 4. On December 10, the selections will be submitted to Chair Cool for approval at the Senate meeting.
   b. They are then forwarded to Regents no later than December 18. If an Instructional Academic Staff member wins, they can not be forwarded for the regent’s award, so an additional non-instructional staff member will be nominated.

IX. New Business

1. Approval of Personnel Procedure Deadlines (A. Kruel / A. Cool)
   a. Discussion ensued about revisiting due dates for future outlines.
   b. Suggestions to edit the document to have the person involved in each step clearly identified.

   **MOTION:** Daueber moved to approve the deadlines with the wording changes; seconded by Trendt. Motion approved.

2. IAS University Enhanced Compensation Recommendations (A. Cool)
   a. One member from each college met and discussed the options for the University Enhanced Compensation (UEC) distribution.
   b. This year’s money is approximately $22,550.00 and breaks down to approximately $1,610.00 per person (very close to the amount awarded per person last year).
   c. This recommendation may create a couple inversions and split appointments are not included but these can be considered a priority for next year’s monies.

   **MOTION:** Daueber moved to accept the recommendations as presented; seconded by Griswold. Motion approved unanimously.

3. New IT Prioritization Process (D. Drake)
   a. This new process emerged as a result of work our institution has done in response to the findings of the HURON study done in 2012; a committee discussed our internal process and designed a new IT Prioritization Process.
   b. The new process will replace TOPC, BI, and the PASS steering committee and will make project decisions three times a year.
   c. The new committees will take effect in November 2013.

X. Old Business

No old business to discuss at this time.

XI. Adjournment

Chair Cool adjourned the meeting at 4:02 p.m.

Respectfully Submitted,

Tricia Pothour, Secretary                         Lisa A Merkes
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.