University of Wisconsin-Platteville
Minutes of the Academic Staff Elections and Appointments Committee
Wednesday November 18, 2009

Cathy Riedl-Farrey, Chair
Priscilla Hahn
Valerie Cowling

Gloria Stuckey (not present)
T.A. Sandberg

1. Approval of Minutes

Priscilla Hahn moved to approve the minutes, seconded by Valerie Cowling and passed.

2. Old Business

   • Committee Vacancies
     o Alcohol & Drug Advisory Committee [ADAC]
       Cathy spoke to Amy Parsons regarding Academic Staff representation on ADAC. The only Academic Staff members are ex-officio. And, one of the two Academic Staff ex-officio members has not been attending. Elections and Appointments may need to find someone. Amy will get back to Cathy.

   • Academic Staff listing on Committee websites
     All of the committee websites have been updated. The changes had not appeared on all pages at the last meeting due to web browser cache settings on the laptop that was being used. After refreshing the pages, the updates were visible.

   • Elections & Appointments Website
     Updates have been made.

   • Term Limits
     The committee continued the discussion if term limits should be applied to all Academic Staff committee appointments. Points made during the discussion included the difficulty in filling vacancies, consistency needed on some committees, timetable for implementing term limits, and expectations of those agreeing to serve on committees. T.A. Sandberg moved to make no formal changes to term limits at this time, seconded by Cathy Riedl-Farrey. The motion passed with a majority (3 for, 1 opposed).

     Also, the Spring Interest Forms include a checkbox for those currently serving on a committee to indicate interest in continuing to serve in that role.

     In preparation for the discussion, Cathy learned that the Academic Staff IRB member is appointed by the Provost. The names of those that indicate interest in serving on IRB from the Spring interest forms will be forwarded from E&A to the Provost’s Office.
3. New Business
   • Area IV Personnel Commission vacancy
     Cathy received no responses to the two call for interest emails sent to Area IV Academic Staff. On the Spring 2009 Interest Forms, no one from Area IV indicated interest in serving on the Personnel Commission. Cathy suggested that Priscilla, being from Area IV, solicit for interest. Two individuals mentioned were Scott Soja and Marcia Sola. E&A should have a name for appointment at the December 7th Senate meeting. Once a candidate has been found, the committee can discuss and decide via email, like we did with AITC vacancy.

   Next meeting will be the week of January 25-29. The exact date will be established once teaching schedules firm up. Cathy will send an email by January 15th.

4. Other
   • Follow up with Academic Staff on committees:
     o Are they being invited? Are they attending? The E&A committee members will check committee minutes posted to the web for attendance. If committee minutes are not posted, then the Academic Staff member will be asked. This activity will be used as a check to see if new notification procedures of Academic Staff to committee appointments are working. There is no need to add this activity to standard operating procedures right now.
     o There are 25 committees to check.
       ▪ Cathy will follow up on the Faculty Governance Committees with Academic Staff appointments (7).
       ▪ T.A. will take first 7 under University Committees (Affirmative Action thru Environmental Sustainability).
       ▪ Priscilla will take the rest of the list (Hazardous Waste thru University-Community Business Competition Review Committee).
       ▪ No need to check Women’s Council (Senate liaison), Assessment Oversight or IRB (appointed).
     o Results will be shared via email.

5. Adjourn

   The meeting was adjourned at 2:20 PM.

Respectfully submitted,
Valerie Cowling