



# UNIVERSITY OF WISCONSIN PLATTEVILLE

## **Academic Staff Senate Meeting Monday, September 17, 3:00 p.m., Mound Rm., MPSC**

James Almquist (at-large, 2014)  
Jennifer Artz – Vice Chair (at-large, 2013)  
Andrea Cool – Chair (Area V, 2014)  
Amy Griswold (at-large, 2013)  
Amy Kreul (Area II, 2013)  
Tara Krueger (Area I, 2013)

Artanya Wesley – (at-large, 2014)  
Ulz Daeuber – (Area IV, 2014)  
Eric Farrell (Area III, 2014)  
Provost Mittie Nimocks Den Herder (ex officio)  
Elijah Caywood (recording secretary)

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### **Minutes**

- **Call to Order**

3:03p

- **Approval of Minutes**

No minutes from last spring to approve.

- **Approval of the Agenda**

Add under new business: proxy to Chancellor's Cabinet. Motion carries by unanimous voice vote.

- **Announcements**

- Other

No announcements

- **Administrative Updates**

- **Strategic Planning Process – Christina Curras**

Curras: The most immediate next step in the strategic planning is the steering committee will review input and figure out how to work into 3<sup>rd</sup> draft. Input is welcome to the steering committee until October 3<sup>rd</sup>. There will be some overlap between Huron recommendations and campus master plan.

- **Huron Efficiency Study Report – Curras**

Curras: UW System paid for effectiveness study of campus over the summer. We chose to focus on (1) Life cycle of classroom and (2)

Information technology. One major recommendation from the study was to examine classroom usage policies and procedures; if current classrooms were used at maximum efficiency, it would save on the construction of 5 new classrooms. (Full report is available on shared drive)

The steering committee examine classroom usage policies and procedures.

- **2013-15 Budget Request – Cathy Reidl-Farrey**

Board Of Regents did approve the 2013/2015 budgets. The full report is available on the Board Of Regent's website. Reidl-Farrey reviewed highlights of the proposed budget affecting UW-Platteville. **New**

- **Personnel System – E. Jeanne Durr**

The new University Personnel System will be in effect on July 1<sup>st</sup> 2013, part of new state statute. A draft of the Implementation Decisions is available to review and provide input. Open Forums will be scheduled in the near future to present the implementation decisions. All pertinent information is available on the UPS website.

- **State Representative's Report –Cool**

Nothing happens until September 28.

- **Vice Chair's Report – Artz**

Faculty senate was brief. They discussed the Huron and Strategic Planning Reports. Susan Hanson was nominated as representative to the UW system committee to develop the UW Flexible degree program.

- **Committee Reports**

- **Elections and Appointments –Daeuber**

Committee met last week. James Almquist was appointed as the chair. The committee still needs to find 2 volunteers for the Personnel Commission. Academic Staff Excellence Award Committee also requires 2 people. The committee is waiting for a general faculty meeting to approve changes to bylaws and to appoint academic staff reps to faculty senate.

May need to have Elections and Appointments help out with Huron work groups appointments.

- **Professional Development –Almquist**

Committee has not met. A first call for proposals will go out next meeting.

- **Personnel Commission –Kreul**

Committee has not met yet.

- **Academic Staff Excellence Award Committee Update – Kreul**

Committee has not met yet. Probably won't meet until later in the semester.

Will look at webpages and make sure everything is updated this semester.

- **New Business**

- **Institutional Social Media Policy – Sarah Miller**

Copies of policy were distributed via email. Point of the policy is to protect faculty and staff when using social media in a professional capacity. The policy also offers best practices and resources for new users. Cool suggested a distinction be made between policy and "advice." Senate would like to see another draft endorsement.

- **Open Forums – Cool**

Discussed the idea of sponsoring open forums to address the communication gap between administration and constituents. Various administrators would be invited to provide updates on key campus-wide initiatives, and employees would have the opportunity to ask questions. This could provide a sense of the big picture for employees. Wesley suggested that it seems like a good idea to present information to academic staff, so that they can ask questions and have the ability to talk through issues. However, it is difficult to plan and draw a good amount of attendance.

Cool will pursue date, time, location, and people to provide updates.

- **Job Security Policy Review and Update – Cool**

There is a lot of tension over job security. Policies need to be updated. Personnel Commission should review and put together a proposal for updated Job Security Policies and Procedures.

Senate should charge the Personnel Commission with updating the policies and procedures and clarity of the language.

Moved to have the Academic Staff Personnel Commission review and update the Academic Staff job security policies and procedures Motions carries.

- **Chancellor Cabinet substitute.**

Vice-Chair Artz will fill in for three meetings this semester.

• **Old Business**

• **Academic Staff Constitution and Bylaw Edits – Cool**

Over the summer, the Constitution and Bylaws were reworded and reorganized.

Artz: want to look at it a little more.

Will be revisited at next Senate meeting.

• **Email Lists by Area – Cool**

Cool discussed with Nathan Manwiller best process by which to accomplish creating email lists by area. Manwiller suggested creating a shared address book as this allows regulation of who has access.

Almquist, from Elections & Appointments, will work on this.

• **Adjournment 4:27pm**

All academic staff members 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](mailto:coola@uwplatt.edu) prior to the next Academic Staff Senate meeting. Thank you

<u>Name</u>	<u>Present</u>	<u>Absent</u>	<u>Excused</u>
Andrea Cool – Chair (Area V, 2014)	X		
Jennifer Artz – Vice Chair (at-large, 2013)	X		
James Almquist (at- large, 2014)	X		
Amy Griswold (at-large, 2013)			
Amy Kreul (Area II, 2013)	X		
Tara Krueger (Area I, 2013)			
Artanya Wesley – (at-	X		

large, 2014)			
Ulz Daeuber – (Area IV, 2014)	X		
Eric Farrell (Area III, 2014)			
Provost Mittie Nimocks Den Herder (ex officio)	X		
Elijah Caywood (recording secretary)	X		