

Academic Staff Codification Committee

**Minutes**

October 9, 2023

MS Teams

1:30 pm

Present: A. Azarian, J. Budny, M. Duellman, J. Ebert, K. Esguerra, T. Howard (x-o), R. Trumbull Holper

Guest: Kathleen Koch, ASC Vice Chair

- I. *Call to Order.* K. Esguerra called the meeting to order at 1:31 pm.
- II. *Automatic Consent.*
  - A. Agenda approved as presented.
  - B. Minutes of the September 25, 2023 meeting were approved as presented.
- III. *Unfinished Business.*
  - A. Review Academic Staff Senate Bylaws – Revisions. J. Budny moved and R. Trumbull Holper seconded approving the AS Senate Bylaws as presented. K. Koch presented an explanation for proposed changes to the Senate Bylaws, including change to the committee term. R. Trumbull Holper offered a friendly amendment to add the language in italics, "The term of office begins on the first day of the fall semester contractual period *as it appears in the academic year calendar published on the Secretary of the University's website* and ends the day before the next fall contractual period begins." J. Budny accepted the amended motion and upon vote, the motion passed unanimously.
  - B. Review Academic Staff Personnel Policies and Procedures Chapter 101 – Revisions. J. Ebert moved and M. Duellman seconded approving the revised Chapter 101 as presented. K. Koch presented changes to the document including expanding Section 1 to include authority based on Wisconsin Statute 36.09 and adding section on Meetings. Motion passed unanimously.
  - C. Review Standard Operating Rules for UWM Academic Staff Senate and Standing Committees. R. Trumbull Holper moved and J. Ebert seconded approving the Operating Rules as presented. K. Koch presented the history of the document. AS Cod reviewed the highlighted areas. Motion passed unanimously to approve the Operating Rules with removing the extra dash, adding new language about contractual period (see item III.A.) and removing #4 under *Nominations and Elections* as proposed by ASC.

IV. *New Business.* None.

V. The meeting was adjourned at 2:15 pm.