

University of Wisconsin-Milwaukee

Academic Staff Committee

Monday, November 20, 2023

9:00 am

Teams Meeting

MINUTES

Present: J. Herriges, K. Jahnke, K. Koch, P. Lucey, L. Meng, M. Murphy-Lee, S. Stalewski, J. Steinheiser, D. Van Kerkvoorde

Guests: Andrew Daire

- I. *Call to Order.* S. Stalewski called the meeting to order at 9:00 am.
- II. *Automatic Consent.*
 - A. Agenda was approved as presented.
 - B. Minutes of November 4, 2023, meet were approved as presented.
- III. *Persons Wishing to be Heard.* None.
- IV. *Chair's Report.* S. Stalewski reported the following: followed up on the Risk Management Pilot groups; reached out to G. Dukes about collaborating to build better relationships and efficiencies among AS and US; Chancellor Mone suggested inviting R. Van Harpen, Sr. Vice Chancellor for FAA, to ASC meetings (she has been scheduled for every other month); and Chancellor Mone offered to join monthly AS Senate meetings as his availability allows.
- V. *Guests^a:*
 - A. G. Dukes, USC chair, was not present.
 - B. Provost A. Daire reported: the deadline for deans to provide reports on low enrolled programs has been extended to February 1st; the budget process recently was completed and exploring developing a three-year budget vs. one-year; S. Stalewski and M. Fessahaye will attend the November 29th meeting with deans to discuss culture and climate for IAS and benefits of granting multiple year contracts for AS. M. Murphy-Lee asked for data on retention rates for students who have accommodations through the A Accessibility Resource Center. Provost Daire requested the ASC develop top 5-10 systemic changes that are needed at UWM.
- VI. *Unfinished Business.*
 - A. Pay Progression within Range – Report is still with administration. Discussion about academic advisors' progression. D. Van Kerkvoorde will follow up.
 - B. Orientation Committee Bylaws – K. Koch presented revised document. M. Murphy-Lee moved and J. Herriges seconded to approve Bylaws. Motion passed unanimously. T. Howard will confirm that the AS Preference Form lists as a committee and not subcommittee. Bylaws will be sent to AS Codification Committee for review.

^aCommittee may go into closed session to discuss personnel matters per Wisc. Stats. 19.85(1)(c) or 19.85(1)(f)

- C. AS Statistics and HR Reports – Data from HR indicates 1/3 of all AS are less than 50% appointment. S. Stalewski provided a report to Provost Daire.
- D. Workload Polices for AS – K. Jahnke stated that a workgroup of ASC members was formed in 2021 or 2022 and did not complete its work. S. Stalewski will follow up with the provost and request the work be completed.

VII. *New Business.*

- A. Academic Staff Committee and Standing Committees Bylaws from AS Codification – J. Herriges moved and D. Van Kerkvoorde seconded approving the Bylaws. K. Koch presented revisions. Motion passed unanimously. Item will be on the December Senate agenda.
- B. Non-Instructional Academic Staff Subcommittee Bylaws from AS Codification – P. Lucey moved and J. Steinheiser seconded approving the Bylaws. K. Koch presented revisions. Motion failed with a unanimous vote. The ASC recommended changes and will send to the AS Codification and NIAS Subcommittee co-chairs for review and consideration.
- C. Student Accommodations and Student Association concerns – Concerns were raised by Student Association President Teresa Davis at the November Senate meeting. S. Stalewski followed up with Associate Dean of Students Becky Freer and T. Davis and emphasized a team effort to address concerns is critical. K. Jahnke and M. Murphy-Lee, members of the Chancellor’s Advisory Committee on Accessibility, will take concerns to the group later this month.
- D. College of General Studies Transformation Team (CGSTT) – The team is being led by Kathy Dolan and Dean Scott Gronert (L&S). The issues are not all governance-related and the Team is still being formed.
- E. AS Performance Evaluations (ASPPP Chapter 105) – Revisions to the UWS policy were made in January 2023 which require all staff be evaluated at least once per year. It is not clear what HR and HR Partners require from units. S. Stalewski will follow up with M. Fessahaye. ASC agreed the January 15th deadline to submit self-evaluations is not ideal and will explore changing the date for next year.

VIII. *Reports.*

- A. Campus Committee Reports –
 - 1. J. Steinheiser gave an update on APBC’s budget and GER reform discussions.
 - 2. P. Lucey updated on the activities of the SSEA.

IX. *Closed session for Personnel Matters per Wis. Stats. 19.85 (1) (c) and/or (f).* None.

X. *General Good and Welfare.* ASC agreed to implement an annual orientation for all chairs of AS committees and subcommittees starting in 2024-25. M. Murphy-Lee raised concerns about AS not being included in budget discussions about low enrolled programs. K. Koch noted the change to University Staff leave will change when ATP is implemented.

XI. The meeting was adjourned at 11:32 am.