

University of Wisconsin-Milwaukee

Academic Staff Committee

Monday, December 18, 2023

9:00 am

Teams Meeting

MINUTES

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

Guests: Andrew Daire, Makda Fessahaye, Robin Van Harpen

- 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 December 4, 2023, meet were approved as presented.
- III. *Persons Wishing to be Heard.* None.
- IV. *Chair's Report.* S. Stalewski attended graduation, which went very well. She will present at the virtual CETL Symposium on January 11th with Carrie AS Senator Fleider, D. Van Kerkvoorde, and Assistant Dean of Students Becky Freer. Continues to hear discussions related to course policies about synchronous exams in asynchronous online courses, assignment due dates during recesses and holidays, protocols for cancelled course sections from the UC. The ASC will propose best practice for the application of Teaching Professor titles. Gave an update on the RNC planning activities.
- V. *Guests*
 - A. M. Fessahaye reported a new HR Business Partner Manager has been hired and will start January 2, 2024. The HR Benefits Team is fully staffed. An update on the pay plan and pay progression was provided. The CGSTT town halls are complete.
 - B. Sr. VC R. Van Harpen provided an update on the capital budget projects and budget planning process for the next fiscal year. She encouraged the ASC to visit UWM's Build the Brand website for updates on the project. R. Van Harpen suggested inviting VC for Marcom Liv Hwang to a future AS Senate meeting for a detailed update.
 - C. Provost A. Daire discussed the meeting with deans at which M. Fessahaye and S. Stalewski attended to discuss AS contracts and ASPPP Chapter 104. The provost has requested deans review program array by February with plans due in July.
- VI. *Unfinished Business.*
 - A. Pay Progression within Range – No update.
 - B. AS Statistics and HR Reports – No update.
 - C. Workload Polices for AS – The HR policy directs each department (or equivalent) to develop a written workload policy for IAS consistent with the campus policy. The ASC will be working with units to formalize this requirement. ASC will further work on

workload policies for non-instructional academic staff members.

VII. *New Business.*

- A. Universities of Wisconsin Systemwide AS Representative Role – K. Koch explained the role and asked members to consider serving as the rep for 2024-25. Next year's rep will be invited to attend the May 3rd meeting with K. Koch.
- B. Develop Systemic Changes/Strategies for Provost – ASC agreed to work on developing a list at the January ASC meeting.
- C. ASPPP Chapter 113 Review (UoW Administrative Policy 1290 Code of Ethics revisions) – K. Koch, M. Murphy-Lee and D. Van Kerkvoorde will review and make recommendations to ASC in Spring 2024.
- D. Instructor Grading Deadline (UWM Faculty Document 3081) – J. Steinheiser provided historical information about the four-day requirement noting it was for financial aid reasons. ASC agreed revisions will not be pursued.
- E. NIAS Subcommittee Bylaws from AS Codification – After review, J. Herriges moved and J. Steinheiser seconded approving the bylaws and forwarding the AS Senate for consideration and approval at the January 9, 2024, meeting. Motion passed unanimously.
- F. AS Orientation Committee Bylaws from AS Codification – After review, J. Herriges moved and L. Meng seconded approving the bylaws and forwarding the AS Senate for consideration and approval at the January 9, 2024, meeting. Motion passed unanimously. At least one ASC member will lead a small workgroup of AS Senators to develop a framework for the Orientation Committee.
- G. Schedule January 2024 ASC meeting – Due to holidays falling on the first and third Mondays in January 2024, K. Koch moved and J. Herriges seconded to schedule a special meeting on January 8th. Motion passed unanimously. The primary agenda item is developing systemic strategies for the provost.
- H. AS Senate Agenda (January 9) – Approved as amended to add one guest from Campus Planning or VC for Marcom L. Hwang if Campus Planning is not available.

VIII. *Reports.*

- A. Campus Committee Reports –
 - 1. K. Koch reported the UofW reps meeting was about pay plan updates.

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

X. *General Good and Welfare.* T. Howard noted the number of attendees at the December AS Senate meeting. All Senators were present. K. Koch shared a vacancy in the Office of Research and P. Lucey announced she will retire in May 2024.

XI. The meeting was adjourned at 11:23 am.