Senate of Academic Staff 2008-2009

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Jane Wypiszynski
Communication
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Date: May 2009

To: Chancellor Wells
Interim-Provost Al Hartman
President William Wacholtz, Faculty Senate
President Thomas Wolf, Oshkosh Student Association
Chair Jane Preder, Classified Staff Advisory Council
Past-Chair James Strey, Classified Staff Advisory Council

From: Outgoing President Richard M. DCamp, Senate of Academic Staff

Dr. Richard M. DCamp

Re: **2008-2009 Senate of Academic Staff Annual Report**

On behalf of the Senate of Academic Staff and all Academic Staff, I respectfully submit the 2008-2009 annual report of the Senate of Academic Staff.

Charge:
The Senate of Academic Staff shall (1) supervise and conduct the election of members to this Senate; (2) elect its own officers; (3) schedule and conduct its own meetings; (4) form and revise its own bylaws and rules of proceedings; (5) advise the Chancellor on matters pertaining to the UW System Unclassified Personnel Guidelines No. 7 which deals with designating positions as "academic staff;" (6) advise the Chancellor on policies and procedures for the academic staff adopted pursuant to UW System 9-14, and prepare and propose for the Chancellor's approval needed changes in the policies and procedures; (7) serve as a hearing body *(see GOV 4.3.B)*; and (8) perform such other tasks as it deems appropriate to its status as an active participant in the immediate governance of, and policy development for, the University of Wisconsin Oshkosh, subject to the responsibilities and powers of the Chancellor, the faculty and the students.

Meetings/Frequency/Duration:
The Senate of Academic Staff (SAS) held 18 meetings during the 2008-2009 academic year. Meetings ran for approximately 1½ to 2 hours. The executive committee of the SAS met biweekly for an hour during the 2002-2003 for 18 meetings.

Roster:
There are 15 senators to the SAS representing three constituencies.

- Six for Instructional Academic Staff (Kelly Beisenstein-Weiss, Dom Bruni, Mary Jo Bruinooge [Spring '09], Susan Finkel, Mary Pable [Fall '08], Thomas Rowland, Breck Speers, [Spring '09], Jane Wypiszynski [Fall '08])
- Nine for Professional/Administrative (including Student Services): (Victor Alatorre, Michael Altekruse, Jenni Bugni-Walsh, Beatriz Contreras, Richard DCamp, Lynn Freeman, Pat Nichols, John Palmer, Karlin Stukenberg)

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- Six Executive committee members (President, R. DCamp; President Elect, D. Bruni; Vice President, J. Bugni-Walsh; Secretary, P. Nichols; Member-at-large, B. Contreras; UWS ASR (non-voting), L. Freeman.

Actions/Activities:

1. Granted a request for a one-semester leave from the Senate by Breck Speers due to an unforeseen course scheduling.
2. Appointed Mary Pable, an Instructional Academic Staff member from the Department of Foreign Languages & Literatures, as Speers' interim replacement until January.
3. Recommended the hire of Ms. April Haas to replace Ms. Lynda Olson, who has experience from UW Platteville as an assistant in the Chancellor's office.
4. Recommended the appointment of Al Hartmann, Dean of College of Business, as Interim-Provost, replacing Lane Earns.
5. Made revisions to the Fair Trade Resolution by UW System lawyers after we our Senate had approved the resolution last spring. We crafted a response expressing our concerns over some of the redactions. Our response, as well as the faculty senate's response, is located in the pass-around folder.
6. Agreed on four new workgroup subcommittees for 2008-09:
    a. Work-place environment (ergonomics)
    b. Salary
    c. Contract
    d. Website
7. Conducted semester-long discussions regarding fair compensation considerations for Academic Staff.
8. Made changes to ACS 8 of Faculty/Academic Staff Handbook (Appeal of Non-renewal)
9. Approved new draft of the *Professional/Administrative Performance Evaluation Form*.
10. Approved the Faculty Senate's new *Grading Scale Policy Proposal*.
11. Discussed types of Academic Staff Contracts and Salary (Rolling Horizons/Re-titling).
12. Discussed Instructional Academic Staff Performance Evaluations, (ACS-Chapter 6; *6.1 Instructional* Academic Staff Evaluation).
13. Discussed the Center for New Learning's request for the 72-credit Transfer Credit Rule Waiver/***ACIS 6.0***.
14. Met with Assistant Vice Chancellor of Curricular Affairs & Student Academic Achievement Carleen Vande Zande about the Best Practices for Electronically Offered Degree and Certificate Programs.
15. Discussed different types of articulation agreements, all of which have to do with the number of credits acceptable from 2-year colleges, and the type of credits that can be accepted into a UW Oshkosh degree program, with Dr. Vande Zande.
16. Invited MaryBeth Petesch, of the College of Education and Human Services, to speak to the Senate regarding the toxicology studies done in Nursing/Ed over the summer.

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17. Began process of up-dating the Senate's current page and initiating new *Plone* site.
18. Began discussions on Compensation Committees changes to Salary Adjustment Guidelines.
19. Met with Jeanette DeDiemar and Jamie Ceman to discuss the university's new web design initiative as well as other projects and workshops being undertaken by the IMC.
20. Discussed concerns regarding how Academic Staff are represented in the Campus Climate Survey Results.
21. Amended changes to *Salary Adjustment Guidelines*.
22. Met with members of the *Textbook Workgroup*, which provided information regarding studies done on possible actions UW-Oshkosh can take to help bring down textbook costs.
23. Discussed the new student employee pay level Increases, which were confirmed a few weeks ago. These changes will negatively impact several divisions represented by the SAS.
24. Discussed changes to GEN 1.2.(1) made by the UW System. This is an Affirmative Action Section.
25. Approved amended language to the *Salary Adjustment Guidelines*, which was added during 20 November '08 meeting.
26. Accepted resignation of Senator Jane Wypiszynski effective the Spring 2009 semester. The Senate approved the procedure to have the President appoint a replacement.
27. Requested that consistent criteria for determining how decisions are made regarding travel approvals be provided to the Senate so that these requests are done equitably across all university units.
28. Discussed a request to change language of position announcement for a candidate who is being considered for the position of Sustainability Director from an Academic Staff "Instructor" position to an "Adjunct (Full) Professor" position. The SAS would like additional discussion *Unclassified Personnel Guidelines* (*UPG*) "*Unclassified Titles General Index,*" (*UPG #1 Attachment 1 - Unclassified Title Definitions Book* & *UPG #1 Attachment 2 - Title Code List*) as part of our compensation discussions.
29. Heard an initial Climate Survey Report from by diversity leadership committee members (V. Alatorre and J. Palmer) at our 18 December 08 meeting.
30. Mary Jo Bruinooge, of the College of Nursing was appointed to replace Jane Wypiszynski's vacated IAS seat. Senator Bruinooge's term began 8 January '09.
31. Crafted SAS Climate Study Governance Report.
32. Discussed draft of SAS Climate Study Governance Report 8 January '09.
33. Approved a list of seven suggestions, the *Academic Staff Compensation Request*, to be submitted to the Chancellor. Requested various ways Academic Staff can be supported and rewarded at the campus level.
34. Approved the SAS *Climate Survey Report*. Most of our three interim meetings were fully dedicated to our Campus Climate Survey report.

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35. Met with Wisconsin Legislative District #41 Representative Joan Ballweg, past Vice-Chair of the Committee on Colleges and Universities, to discuss the System-wide opposition by Academic Staff to AB-726, the 2008 proposal for UW faculty & staff Collective Bargaining. It is the position of Academic Staff System Wide that the wording of this legislation, AB-726, will harm the negotiating power of Academic Staff regarding salary and benefits. Rep. Ballweg offered suggestions for ways Academic Staff could contact and educate both legislators and the public.
36. Listened to an up-dated from the LERT Discussion Groups regarding the adoption of possible *Metarubrics*.
37. Discussed a resolution on the Senate's position regarding collective bargaining.
38. Created a Facebook Group page to help Senate communicate with as many people as possible. http://www.facebook.com/group.php?gid=52075273771
39. Passed a resolution against the language for collective bargaining as described in the Governor's budget bill (AB 75) and SB 353 (endorsed by TAUWP) which changes the language in the Governor's bill.
40. Appointed two Academic Staff members to the Provost's Early Warning System Task Force, Kelly Beisenstein-Weiss; (SAS member, Kinesiology), and Jeff LaVake COB.
41. Worked on a newsletter communiqué for the Senate to reach a wider audience.
42. Held special meeting of the Senate with TAUWP representatives Julie Schmid and Jill Malak to discuss Collective Bargaining.
43. Met with *Textbook Workgroup* consultants. Seemed somewhat disorganized, yet positive.
44. Met with the students of Dr. Julie Henderson's Public Relations Techniques Class to initiate a PR campaign. The Senate of Academic Staff is the class' large project client this semester. As with the newsletter and Facebook page, our goal is to identify our target audience (Academic Staff employees on campus) and education them about the work of the senate to foster involvement.
45. Met with Wade Peitersen, Head Athletic Trainer, for an update of the Substance Abuse Program.
46. Received two resignations, Mary Jo Bruinooge and Breck Speers, both from the Instructional Academic Staff constituency. A teaching conflict and personal reasons were cited as the reasons for the resignations. These seats will be filled in our regular May election.
47. Conducted the *Academic Staff Committee Interest Survey*, which was conducted online ending on 27 March '09.
48. Met in joint executive session in meeting on 17 March '09 with members of the Faculty Senate Executive Committee. Personnel matters and Collective Bargaining were also discussed.
49. Tabled the vote on the OSA Chalking Policy 9 April 2009 pending response to SAS's objection to language on the last page "No Student Organization may prevent or inhibit another Organization from chalking *unless approved by the OSA President*." SAS feels the last clause should be dropped from statement.

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50. Approved a new policy: *ACS 7.4 Leave of Absence Policy*, to address concern of when the renewal process might occur during an employee's leave. This was sent through HR, the Provost's Administrative Staff.
51. Approved the OSA's Chalking Policy 23 April '09 after changes requested by SAS were made by the OSA.
52. Held Senate elections the week of 13 April '09. Newly-elected Senators include three from the IAS: Courtney Bauder, Vivian Foss, Bob Hinrichs; and three from the P/A-AS, Dawn Arnold, Jean Inda, AnneMarieJohnson.
53. Appointed new Senate Officers: President, D. Bruni; President-Elect, V. Alatorre; Vice President, J. Palmer; Secretary, K. Stukenberg; Member-at-Large, Bob Hinrichs (new Senator); Academic Staff Rep, L. Freeman.
54. Made Senate appointments: OSA Representative, Dawn Arnold; CSAC Representative, Mike Altekruse; Faculty Senate Representative, AnnMarie Johnson; ASPRO Representative, Susan Finkel and Senate Parliamentarian, Beatriz Contreras.
55. Approved the university's new *Naming Policy*, proposed by the Chancellor.
56. Received an update regarding Dr. Julie Henderson's PR Techniques class project. Students from the class remained after the meeting to conduct brief interviews with senators.
57. Attended final presentations of PR class on 14 May '09.
58. Identified four items that Senate should be aware of in future meetings: Proposed three-year degree program; Revised textbook Policy; Program Realignment; Budget Cuts/proposed furloughs for faculty and staff.
59. Identified some compensation items, which need to be served by standing senate sub-committees. The charge of these committees is to work on several of the specific points, which will need a more thoughtful approach.
60. Met with HR Director, Beth Heuer, to discuss how Senate should proceed with forming these committees. The Senate Subcommittee definitions, charges and appointments were conducted at the 21 May '09 SAS meeting.

The SAS provided representatives to the following committees or groups that met numerous times throughout the academic year:

- Chancellor's U-Plan Council
- Provost's Administrative Staff
- University Compensation Committee
- UW System Compensation Committee
- Faculty Senate
- Oshkosh Student Organization
- Classified Staff Advisory Council
- UWS Academic Staff Representatives Group
- Search & Screen Committee for the Dean, College of Business
- Campus Climate Survey Study
- OSA Textbook Cost Workgroup