

SENATE OF ACADEMIC STAFF

Meeting Minutes

November 21, 2019

Sage 2210

Present: Alatorre, Bannenberg, Boehler, Bonack, Bruni, Hartzheim, Jahns, Jenner, Koch, Marine, Marshall, McArthur, Miller, Motl, Smith, Walfish, Wolf

Excused: None

Absent: None

Administrative Representative: Carmen Faymonville

Guests: Provost Koker

1. Call to Order – President Marine called the meeting to order at 3:00 p.m.
2. Guest: Provost Koker – University Updates – We are on schedule for the Pay Plan to go out Jan 1 and are hopeful that JOCER will meet to approve it yet this calendar year. Starting in 2020, merit will need to be done annually for faculty and instructional academic staff. The Fiscal Year 2020 budget plan will soon be released. Low enrollment numbers and budgetary impacts were discussed. The URA report will be released to directors and chairs in a few weeks, with the whole process taking over 2 years, they have to use the data with that in mind. No major decisions will be used from it, mostly used for departmental purposes, but the whole process served as a great tool of how to administer it again in the future. The Strategic Plan draft version was shared with Leadership Council members and it was noted that this will be the transitional Strategic Plan to get us through the 2016-2021 cycle. A full new Strategic Plan process will be charged by the Chancellor.

3. Approval of the Minutes of November 6, & November 7, 2019

MOTION: Bruni/Miller moved approval of the minutes of November 6 & 7, 2019. Passed Unanimously

4. Reports

- a. President's Report

- Provost Administrative Staff meeting was canceled, so no report.
- Leadership Council – The Provost Advisory Committee on University-wide Academic Structure is gathering feedback from the employees through December 10th, and then a report will be generated out of that data. If the committee finds a change is necessary, then there is a process outlined in the handbook that will have to be followed, and affected areas and departments would all be included in the process. A presentation was given on E-Performance. A lengthy discussion was held on test optional admission standards and how it would affect UWO if a change was made.
- Shared Governance Leaders Meeting – They discussed open meeting law, rules, and new policies to be sure we are following them. They also talked about the need to hire someone that can would on the creation of the handbook put into a table of contents

format, and policies for all of campus in one electronic location. Faculty are working on their Senate bylaws, and also looking at the evaluation process for administrators. OSA reported that their UWO GO rides program is doing fantastic and they have applied for a second vehicle which will be a handicap accessible vehicle. OSAs Food Panty is also doing really well, and they are pleased with all the donations and volunteer hours to run it.

b. Committee Reports

1. Faculty Senate (Miller) – No Report – They canceled their last meeting
2. Oshkosh Student Association (Bannenberg) – No Report
3. University Staff Senate (Bonack) - They had a presentation on the upcoming e-performance changes and implementation steps, TTC updates, a request to have Titan Alert checked since alerts seem less frequent than normal, a Senator asked about the idea to generate a staff cookbook [similar to one classified staff did in 2008] and Human Resources indicated they would fund it with some workplace wellness grant money they received, and had approval items all similar to other governance groups.
4. Access Campuses Report –
 - a. Fox Cities (Jahns) – The International Students Plan is in place. Assistance for students who need it to pass the TOEFL is in place and they are finding it more and more important to have those resources available.
 - b. Fond du Lac (Motl) – At their last Collegium meeting they were given the update related to faculty moving to annual evaluations next year, but for this years they will use current rubric they have used int the past.
5. Academic Staff Professionals Rep Org - (Hartzheim)-No Report
6. UW System Academic Staff Reps – (Koch) – Their next meeting is set for December 13th.
7. AS Professional Development Fund – (Marshall) – They continue to wait for the funding. President Marine noted that she would ask the Chancellor again at their next one-on-one meeting who needs to follow up on this.
8. Administration Liaison – (Faymonville) – Recommended that everyone to look at the job libraries to determine where they fall, and consider watching the e-learning videos, as they are very helpful. The inquiries with where IAS fall for future implementation continue to be monitored. Again, senators were reminded to do their homework and be sure you know where your duties align with categories.

5. Action Items

- a. Committee Appointment: Single Pay Ambassador – Jennie Hartzheim
- b. Committee Appointment: Improvement of Instruction – Christy Brazee

MOTION: Bruni/Bannenberg moved approval of the following committee appointments: Single Pay Ambassador – Jennie Hartzheim; & Improvement of Instruction – Christy Brazee. Passed Unanimously



**SAS 1920-11 The Senate of Academic Staff approved the following committee appointments:
Single Pay Ambassador – Jennie Hartzheim; & Improvement of Instruction – Christy Brazee.**

- c. Search & Screen for the Director of the Office of Sponsored Programs – The position works with Risk Management through the Grants Office, and reports to both the Provost and Chief of Police. It is currently an interim role, and the search is being co-chaired by Police Lt. Tarmann, and Associate Dean Alderton. Senator Boehler volunteered.

MOTION: Bruni/Bannenberg moved approval of the following academic staff to the Search & Screen for the Director of the Office of Sponsored Programs – Karl Boehler. Passed Unanimously

SAS 1920-12 The Senate of Academic Staff approved the following academic staff to the Search & Screen for the Director of the Office of Sponsored Programs - Karl Boehler.

6. Discussion Items

- a. SAS Website Workgroup -Senator Walfish distributed a handout which summarized the working groups ideal goals and what they would like to see in the updated website.
- b. Merit Policy – The necessary updates were made to the policy to be effective for all three staff governance groups and will be up for a vote at the next full Senate meeting in December.
- c. Grievance Policy – Necessary language was also added to this policy, this too will be up for a vote at the next full Senate meeting in December.
- d. IAS Contract Workgroup Update (Boehler & Jahns) – The Task Force is going through both the UW System and Oshkosh rules and regulations to be sure they can find any ways to improve these contracts that have been in place for a lot of years.
- e. 2019-2020 Salary Adjustment Guidelines – The Compensation Committee met to go through the annual review of the salary adjustment guidelines. Updates related primarily to the divisions now defining what a solid performance is, and that annual evaluations are now mandatory.

7. Information Items/Announcements

- a. For the good for the campus
 - a. Senator Walfish reminded everyone of tonight's Art and Music Show. The music performance is free and open to all.
- b. Next Full Senate meeting will be December 12, 2019, in Sage 2210. – Chancellor Leavitt will be the guest at the meeting.

8. Adjourn

Meeting adjourned at 4:37 p.m. Passed

April Dutschek,
Recorder