

**SENATE OF ACADEMIC STAFF**  
**Meeting Minutes**  
April 13, 2023  
Microsoft Teams Virtual Meeting

**Present:** Brazee, Boehler, Carriveau, Christopher, Christiansen, Heller, Hoffman, Kuss, Lambie, Meyer, McArthur, McDaniels, Miller, Palmer, Smolinski, Walfish

**Excused:** DeJager

**Absent:**

**Administrative Representative:** Carmen Faymonville

**Guests:** Chancellor Leavitt, Provost Koker, Anthony Lenski, Matthew Hammers, Patricia Schrader, Melanie Marine, Daphne Lewis

1. Call to Order – President Carriveau called the meeting to order at 3:02 p.m.
2. Guest: Chancellor Leavitt – University Updates
  - The Provost Search is nearing the end, and he expressed his appreciation for such a high level of participation from campus in the process. The search and screen committee has been asked to make their recommendation in a timely manner to the Chancellor for his consideration;
  - Enrollment – we have a good commitment so far from students for the fall, and we remain on task of assuring this. Current students are registering for fall right now, and it is important to also focus on retention of those students;
  - Budget – tuition and enrollment is going to be key in our financial status and we continue to chase every student we can. With institutions that are closing, we have been reaching out to them to see how we can help with their students.

Discussion points:

- Definition of a research enhance institution and ways to work toward drawing in the students of the future;
  - The influence and importance of instructional academic staff on campus;
  - Professional Development – Senator Miller noted that the funding for this year has been used. The Chancellor was asked to commit to the same funding allotment for next year and did so;
  - Workplace Joy – Chancellor noted that they will be announcing soon the summer Friday half day flexibility options (per departments), and noted the need to start identifying programs associated to workplace joy;
  - A Senator asked if campus needed to be worried about layoffs for IAS, and discussion included no plans for that, especially when workloads option include the .8 teaching and .2 student services through Student Affairs. Provost added that there are no plans for layoffs, but enrollment and students numbers improving will help this not be a future discussion.
3. Guest: Provost Koker – Updates and thank you from the Senate of Academic Staff for your service. President Carriveau thanked Provost Koker for his 28 years of service to UWO and expressed her appreciation for all that he has done for our institution. Provost Koker noted that the Chancellor covered several university updates, he did cover again that he is pleased with the service option of student support through Student Affairs for IAS as an alternate workload percentage option. Senator Miller shared a story of how he met Provost Koker even before Senator Miller worked on campus, and noted just the extraordinary man he is in so many ways.
  4. Approval of the Minutes of March 30, 2023  
**Minutes stand approved as distributed**
  5. Reports

a. President's Report -

1. Leadership Council – Updates included: The approval of the Biomedical Engineering degree by the Board of Regents; tuition updates; honoring to be done for a former coach; success by our gymnastics teams; reminder to complete outside activity reports; encouragement to attend training on the new ATP system; budget updates; student holds affecting registration and ways to improve the system; enrollment updates; our new Dean of Admissions will be starting soon; offices asked to post student jobs yet this semester in an effort to allow students to find a job prior to the summer when planning for the fall; UMC announced their new Director of Marketing; Dr. Tammy Ladwig was named Educator of the Year by the Fox Cities Chamber; Institutional Effectiveness will be creating a new dashboard with key data; governance groups are appointing representatives to the Strategic Planning Committee; and it's Earth Month, so a reminder to be aware of all the ways we can be sustainable, and attend events when possible.

b. Committee Reports

1. Faculty Senate (Smolinski) – Highlights included: Dr. Michael Ford shared information on the Whitburn Center; Provost shared university updates; several Forms C, a set of bylaws, and the policy on criminal background checks were approved. A large portion of their meeting was a discussion on salary equity and a new policy drafted.
2. Leadership Council – See above under President's Report.
3. Oshkosh Student Association – (Palmer) – Highlights included: They approved their representative to the Strategic Planning Committee, approved their elections, and are working on naming their executive board for next year.
4. University Staff Senate (McArthur) – Highlights included: No report
5. Access Campuses Report -
  - a. Fox Cities (Carriveau) – Collegium meets tomorrow, no report today
6. Fond du Lac – (DeJager) – No report
7. UWS Academic Staff Reps (Lambie) – Highlights included: Discussion on a communication survey; requested policy revisions that could be coming to each campus; review of the Telecommunity Policy; the request for representative of shared governance in the hiring process for leadership; ATP updates; presentation from ASPRO; shared governance involvement across campus, managing elections and filing committees; a common theme of colleagues being overwhelmed with workload; ways that the tuition freeze ending will help and ways across campus it aids our students within so many offices and resources; a presentation by Student Behavioral Health; and a reminder that they only have one more meeting this spring.
8. AS Professional Development Fund (Miller) – Great news...to get the approval for 15,000 for next year.
9. Chancellor's Administrative Staff - (Rotating Senators) – No report
10. Administration Liaison (Faymonville) – AVC Faymonville noted that her successor has been announced, Dr. Josh Garrison. She noted that it has been a pleasure to serve the Senate as their administrative liaison for these past several years on several key things related to academic staff. AVC Faymonville also thanked everyone for their service on Senate, noting how important shared governance is.

6. Action Items –

- A. UWO-Strategic Planning Committee: Formation of new committee

**MOTION: Miller/Christopher moved to approve the Updated UWO-Strategic Planning Committee: Formation of new committee. (9 Yes), (0 No), (0 Abstentions). Passed**

**SAS 2223-16 The Senate of Academic Staff approved the Updated UWO-Strategic Planning Committee: Formation of new committee.**

- B. Strategic Planning Committee Appointment TERMS - Academic Staff Representatives:  
IAS -Craig Biwer (2-year term) & PAS – Erik Heller (1-year term)

**MOTION: Christopher/Miller moved to approve the Strategic Planning Committee Appointment TERMS of: IAS-Craig Biwer (2- year term) & PAS-Erik Heller (1-year term) . ( 9 Yes), (0 No), (0 Abstention). Passed**

**SAS 2223-17 The Senate of Academic Staff approved the Strategic Planning Committee Appointment TERMS of: IAS-Craig Biwer (2-year term) & PAS-Erik Heller (1-year term).**

7. Discussion Items
- a. Elections Report – Shared in the folder
8. Information Items/Announcements
- a. For the good of the campus
  - b. 4/27 Guest: Kim Langolf
  - c. 5/11 Final Meeting
  - d. Senator Christopher reminded everyone to complete the IT Survey, as it is for both students and staff.
  - e. Senator Christopher noted that she will share a committee report from the Student Technology Fee Committee at the final meeting.
  - f. Senator Lambie asked everyone to encourage students to participate in the upcoming fairs; two career fairs and one Healthcare fair. They are great places to find summer jobs and internships.
  - g. President Carriveau reminded everyone to fill out their outside activity reports
  - h. President Carriveau Welcomed to Daphne Lewis, who just agreed to serve as a Senator in our vacant seat!
9. Adjourn

Meeting adjourned at 4:20 p.m.

April Dutschek,  
Recorder