**SENATE OF ACADEMIC STAFF**

**Meeting Minutes**

October 10, 2019

Sage 2210

**Present:** Alatorre, Bannenberg, Boehler, Bonack, Bruni, Hartzeim, Jahns, Jenner, Koch, Marine, McArthur, Miller, Smith, Walfish, Wolf

**Excused**: Marshall, Motl

**Absent:**

**Administrative Representative:** Carmen Faymonville

**Guests:** Zach Sowieja, Shawna Kuether

1. Call to Order – President Marine called the meeting to order at 3:01 p.m.
2. Guest: Zack Sowieja of Human Resources presented the options and updates forthcoming with E-Performance. Senators were reminded that the purpose of this it be sure it is aligned with the Title and Total Compensation Committee as they work on the Standardized job descriptions process. He covered the mission, vision, and goals incorporated to the process. For now this process will be for just professional academic staff and university staff, not instructional academic staff. Rating Scales, competencies, reminders, online tracking, where are highlighted. This upcoming year will be the final year of paper evaluations. Upcoming training could begin as soon as January.
3. Guest: AVC for Human Resources, Shawan Kuether – HR Policy Revisions. AVC Kuether summarized the purposes of the policies, and highlighted the responsibilities that fall to shared governance groups to be sure and update both the Merit and Grievance policies. Each of the policies presented is an update that System found necessary after a recent audit.
4. Approval of the Minutes of September 26, 2019

**MOTION: Bruni/Miller moved approval of the minutes of September 26, 2019. Passed Unanimously**

1. Reports
2. President’s Report

* She had a one-on-one meeting with AVC of HR, Shawna Kuether, to go through TTC updates, as well as necessary updates for the Grievance policy.
* VP Wolf met with the Chancellor last week for their one-on-one meeting. VP Wolf shared feedback from the Senate for Unconscious Bias training options; Graduation updates for all three campuses; the All-In WI Tour coming to campus on October where both the Regent President and the System President will be coming to campus.
* The expedited policy process for the 5 HR policies was explained, as requested at Leadership Council.
* Governance leaders have been invited to now attend the Chancellor’s Administrative Staff meetings, which are on Mondays. For this semester, the executive committee will rotate in attendance for representation. As the bylaws are under review, consideration of who will attend if the President is unable will be language we need to have added.
* Dr. McCann/Salary Adjustment Guidelines Update: Dr. McCann will be bringing draft language to the compensation committee. A suggestion to have HR added to the composition of the committee was made, and will be looked into.

1. Committee Reports
2. Faculty Senate – (Marshall) – Their last meeting is coming the very same issues and topics that we are today.
3. Oshkosh Student Association – (Bannenberg) – No report, Senator Bannenberg is scheduled to meet with the Vice President of OSA soon.
4. University Staff Senate – (Bonack) - No report
5. Access Campuses Report –
6. Fox Cities – (Jahns) – At their last Collegium they had a Libraries update, discussed declining enrollments, VC Martin Rudd gave a few updates related to parking and bi-weekly paychecks to start in fall of 2020, and it was nice to have April attend and visit their campus.
7. FDL – (Motl) – No report
8. Academic Staff Professionals Rep Org - (Hartzheim)- No report
9. UW System Academic Staff Reps – (Koch) – No report, they meet next on Nov. 1st.
10. AS Professional Development Fund – (Marshall) – The Chancellors said he will get the fund back up to 20,000 for this year, they are just awaiting the transfer of money from administrative services. Chancellor encouraged them to proceed award funding, since it is on its way.
11. Administration Liaison – (Faymonville) – Their office has been having a difficult time getting committee members to respond to meeting time requests to get the Multi-year contract committee underway. The Pay Plan is still not approved, but we are still planning for it here on campus, hopefully everyone took a minute to read through the Chancellor’s recent email related to it. A list of both eligible and in-eligible Instructional Academic Staff has been generated to indicated who was at least .5 in the previous year to be on a list of for pay increase.
12. Action Items
13. Collegium Endorsement –

**MOTION: Bruni/McArthur moved approval of the Collegium Endorsement as amended. 1 Abstention. Passed**

**SAS 1920-05 The Senate of Academic Staff approved the Collegium Endorsement.**

1. Committee Appointment: UWO Ethnic Studies Task Force – Senator Walfish volunteered

**MOTION: Bruni/Bannenberg moved approval of the committee appointment. Passed Unanimously**

**SAS 1920-06 The Senate of Academic Staff approved the following committee appointment: Senator Walfish to the UWO Ethnic Studies Task Force.**

1. Discussion Items

a. HR Policies – Discussion held when they were presented under agenda items 3.

1. Information Items/Announcements
2. For the good for the campus
   1. Senators were encouraged to attend the two receptions tonight both held at 6 p.m. in the Art Gallery.
3. George Waller, chair of the SOS Task Force, will be a guest at the next meeting. He will be sharing their committee updates.
4. Bi-Weekly pay plan. It was announced that starting in the fall of 2020, all employees will be now be on a bi-weekly pay plan. Benefits will be divided, and training will begin in November for HR staff to help make this a smooth transition. This will move every employee to the same pay schedule.
5. Next Full Senate meeting will be October 24, 2019, in Sage 2210.
6. Adjourn

**MOTION: Bruni/Jenner moved to adjourn at 4:26 pm. Passed**

April Dutscheck,

Recorder