**SENATE OF ACADEMIC STAFF**

**Meeting Minutes**

October 24, 2019

Sage 2210

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

**Excused**: Wolf

**Absent:**

**Administrative Representative:** Carmen Faymonville - excused

**Guests:** George Waller, Aggie Hanni

1. Call to Order – President Marine called the meeting to order at 3:00 p.m.
2. Guest: George Waller – Student Opinion Survey (SOS) Task Force Update – In the spring of 2018 a working group was created to begin looking at how we can merge the SOS’s for all three campuses. Process, procedure, collection of data, and analysis are just a few of the key considerations as the current software is not sustainable. The access campuses had already completed some research which was very instrumental is the committee’s work. Senators were encouraged to read the white paper which was shared with them through OneDrive. The committee is looking into online administration for the survey’s as they move forward, and anyone is welcome to attend and/or contribute to their continued work.
3. Guest: Dr. Aggie Hanni, AVC for Enrollment Management – Dr. Hanni shared her personal and educational background, as well as her priorities and vision. She spoke to the need to focus on not just basic enrollment, but what employers are looking for, addressing culture shock, and seeing what opportunities are here for her area to maximize on as they move forward.
4. Approval of the Minutes of October 10, 2019

**MOTION: Bruni/Bannenberg moved approval of the minutes of October 10, 2019. Passed Unanimously**

1. Reports
2. President’s Report

* President-Elect Wolf and herself met with the Provost recently and talked mostly about Title and Total compensation committee topics related to Instructional Academic Staff. They shared the concerns and frustrations with the Provost and he was very receptive and understanding. The input that President Marie has contributed to the committee has been critical in making sure that accreditation rules are followed and that IAS across the state have a voice. Initially they were getting rid of job titles, but those have come back. They were told that Job descriptions have to be short and specific. Voting rights was also brought up with the Provost, more as a heads up that it may come back for consideration between the Senate’s after the Fall semester.
* Leadership Council – They had a presentation from the Diversity, Equity, and Inclusion Advisory Council. Language to be included in hiring documentation was shared. A window of time for feedback was noted for senators if they wanted. Several policies were presented and the largest discussion related to those was the need to have an APC subcommittee formed to address the task given them by OBAM to keep monitor SCH’s. A clarification was determined that policies that aren’t all-university related, are not necessary to go through the policy process. However, if policies are welcomed and encouraged to come through for informational purposes if they think they would be helpful for others to know about them.
* Administrative Staff Report – Senator Bannenberg attended and the meeting time was set aside for a Mental Health demonstration. Everyone was informed to contact Human Resources for more information.

1. Committee Reports
2. Faculty Senate (Miller) – Chancellor Leavitt was their guest sharing budget and enrollment updates. Updates related to bi-weekly checks for all employees staring next fall and UW Fox Cities upcoming parking fees were among the more recent items. They also gathered a large amount of feedback on the Strategic Plan.
3. Oshkosh Student Association (Bannenberg) – The roll out of UWO GO is very close. It will run more like an Uber service, having hours from 4 pm – 2:30 am Tuesday-Saturday, and 4 pm -midnight on Sunday-Monday. They are also happy to announce they have nearly a complete roster of Senators for the first time in years.
4. University Staff Senate (Bonack) - They also had Chancellor Leavitt as a guest sharing budget and enrollment updates. The pay plan was discussed, they approved the Collegium Endorsement, and are starting to look forward to next years University Staff Professional Development Day.
5. Access Campuses Report –
6. Fox Cities (Jahns) – At their campus they have 20 more international students than we do here on campus, and some concerns and challenges were discussed.
7. FDL (Motl) – Chancellor Leavitt was their for ‘Coffee with the Chancellor’ and he provided university updates.
8. Academic Staff Professionals Rep Org - (Hartzheim)- Still awaiting information to be able participate.
9. UW System Academic Staff Reps – (Koch) – No report, they meet next on Nov. 1st.
10. AS Professional Development Fund – (Marshall) – They are still awaiting the funding.
11. Administration Liaison – (Faymonville) – Excused today
12. Action Items
13. Emeritus Policy

**MOTION: Bruni/Bannenberg moved approval of the Emeritus Policy. Passed Unanimously**

**SAS 1920-07 The Senate of Academic Staff approved the Emeritus Policy.**

1. Payment Card Industry – Data Security Standard (PCI-DSS) Policy.

**MOTION: Bruni/Jenner moved approval of the Payment Card Industry – Data Security Standard (PCI-DSS) Policy. Passed Unanimously**

**SAS 1920-08 The Senate of Academic Staff approved the Payment Card Industry – Data Security Standard (PCI-DSS) Policy.**

1. HR Policies
2. Policy Revisions - Pay Plan Reporting Checklist
3. Policy Revisions - Performance Management – USP 1254
4. Policy Revisions – Local Grievance Policies (Revised Language to comply with WI Statues and SYS 1233)
5. Policy Revisions – UPS 1277 -T3, Section 3, Merit Pay and new Appendix
6. Policy Revisions – Extraordinary Salary Ranges – New Appendix to UPS 1277

**MOTION: Bruni/Koch moved approval of the 5 HR Policies. Passed Unanimously**

**SAS 1920-09 The Senate of Academic Staff approved the following HR Policies: (1) Policy Revisions - Pay Plan Reporting Checklist; (2) Policy Revisions - Performance Management – USP 1254; (3) Policy Revisions – Local Grievance Policies (Revised Language to comply with WI Statues and SYS 1233); (4) Policy Revisions – UPS 1277 -T3, Section 3, Merit Pay and new Appendix; (5) Policy Revisions – Extraordinary Salary Ranges – New Appendix to UPS 1277**

1. Discussion Items
   1. Faculty Voting Rights - This was discussed with the Faculty Senate President, and they both decided it would be best to address this after the fall semester as we focus on TTC right now.
   2. Strategic Plan – A revised plan was worked on over the summer to be inclusive of all three campuses. Faculty Senate has a document showing the differences from the past Plan to the proposed. They were concerned with several language changes, for example key language related to liberal education and the over use of entrepreneurship. Also, there is no current mechanism for further feedback either.
   3. Merit & Grievance Policy Updates – Both policies were presented to Leadership Council yesterday. The Grievance Policy will be updated and come back to Senate soon. The Merit Policy will be sent to the Compensation Committee Policy for review prior to coming back to Senate.
2. Information Items/Announcements
3. For the good for the campus
   1. Senator Bannenberg reported that the URA report is set to come out soon.
4. Next Full Senate meeting will be November 7, 2019, in Sage 2210.
5. Adjourn

**Meeting adjourned at 4:31 pm. Passed**

April Dutscheck, Recorder