Agenda
SENATE OF ACADEMIC STAFF MEETING
July 25, 2012
Wilson Park (Band Shell)
(7th Street East and Wilson Avenue)
3:00 p.m.

I. Call to Order

II. Announcements and Information
   A. Chair (Jerry Addie)

III. Approval of Minutes of May 2, 2012 (Attachment 1)

IV. Reports (Note: Most committees do not meet in the Summer)
   A. Chair (Jerry Addie)
   B. Other

V. Old Business
   A. 2012 UW-System Academic Staff Professional Development Conference
   B. Pay Plan Update
   C. SAS Achievement Subcommitee Update
      1. Advocacy
      2. Committee Cleanup
      3. Newsletter
      4. Website
   D. University Personnel Systems
   E. Senate of Academic Staff Election Results
   F. Tobacco Free Campus Policy
   G. Other

VI. New Business
   A. Approval Committee Appointments
      1. Memorials for Deceased Students Policy Review Committee (Attachment 2)
   B. Committee Availabilities
   C. Information on APRO (Academic Staff Professional Organization)
   D. Other

VII. Adjournment

Notes:
1. The next Senate meeting will be held at 3:00 pm on September 5, 2012 in the Oakwood Room (MSC).
Minutes
SENATE OF ACADEMIC STAFF MEETING
May 2, 2012
Maplewood Room, MSC
3:00 p.m.

ATTENDANCE
CHAIR: Jerry Addie
VICE CHAIR: Krista James
PRESENT: Jerry Addie, Barb Bauer, Matthew Bessen, Robert Butterfield, Susan Greene, Krista James, Josh Lind, John Lui, Robin Muza, Amy Nord, Paul Roberts, Jen Rudiger, Deb Gehrke
Guests: Chancellor Sorensen, Interim Vice Chancellor Lyons, Shirley Klebesadel, Lelah Lugo
ABSENT: Sarah Diebel (excused), Wendy Dittmann (excused), Amy Gullixson (excused), Jen Parker (excused), Doug Mell

I. Call to Order
II. Administrative Reports
   A. Chancellor's Report – The Chancellor distributed the proposed Search Timeline for the Provost and Vice Chancellor for Academic and Student Affairs, along with the Committee/Team Establishment Form for the search committee. A decision will hopefully be made by October or November, and the Provost will begin by January 1, 2013. Those committee members that are not on an annual contract will be compensated.
   B. Vice Chancellor for Academic Affairs' Report – No Report
   C. Interim Vice Chancellor for Administrative and Student Life Services
   D. DSF Summer Projects – Shirley Klebesadel explained the summer projects that will be taking place on campus. The biggest project will be switching the electrical substation. She reminded everyone of the power outage from Friday, June 29, to Sunday, July 1.

III. Announcements and Information
   A. Other

IV. Approval of Minutes of April 18, 2012
   Motion: Senator Bauer/Senator James moved to approve the Minutes of April 18, 2012.
   Vote: Passed Unanimously.

V. Reports
   A. Chair (Jerry Addie)
   B. University Personnel System Update – Deb Gehrke provided an update on the University Personnel System.
   C. Other

VI. Old Business
   A. SAS Achievement Subcommittee Update
      1. Advocacy James/Muza
         Motion: Senator James/Senator Muza moved to approve.
         Vote: a. Update
      2. Committee Cleanup
      3. Newsletter
      4. Website
B. University Personnel Systems (Attachment 5)
C. Academic Staff Professional Development Committee Bylaws Revision (Attachment 6)
D. Senate of Academic Staff Elections Results
E. Tobacco Free Campus Policy – Chair Addie emailed the SSA. ## said that there were mixed reviews about the $200 fine, but were more recepted to a lower fine. Chair Addie suggested delaying any action from the SAS until the pilot program has been reviewed. A comment was made that is hard to enforce a policy when there are no repercussions. It was suggested that a smoking “area”. Chair Addie will keep this on agendas to keep the Senate up-to-date.

F. Other
VII. New Business
A. Pay Plan Update – Chair Addie said that UW System is requesting Chancellors to submit a pay plan from each campus. The Chancellor has requested a pay plan from both Senates. A subcommittee consisting of members from both senates have met and will be meeting again to finalize. The pay plan would take place 2012-2013. The pay plan needs to be submitted to the Chancellor by June 1, 2012. The Chair will distribute any information to the SAS. Lela Lugo suggested reviewing the UPS compensation section closely and email any suggestions by

B. Chancellor’s Academic Staff Award for Excellence – Chair Addie said that the Academic Staff Professional Development committee met and reviewed the five applicants. The committee submitted three applicants names to the Chancellor.

C. Other
VIII. Adjournment – 4:37 p.m.

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<th>Jerry</th>
<th>Addie</th>
<th>Apparel &amp; Communications Tech</th>
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<tr>
<td>Lelah</td>
<td>Lugo</td>
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<td>Nathan</td>
<td>Castillo</td>
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<td>Jeanne</td>
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<td>English &amp; Philosophy</td>
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<td>Wendy</td>
<td>Dittmann</td>
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Notes:
1. There will be a Senate of Academic Staff summer meeting. The date and location will be announced when confirmed.
TO: Joan Thomas, Dean of Students
    Jerry Addie, Chair, Senate of Academic Staff
    Kim Schulte-Shoberg, Director, Business and Financial Services
    Doug Wahl, CIO
    Joan Wahl, e-Scholar Financial Accounting
    Ned Weckmueller, Chair, Faculty Senate
    c: Meridith Wentz, Chair, University Policy Committee
    Kristi Kriempelbein, Special Assistant to the Chancellor
    Brenda Krueger, Senate Office

FROM: Charles W. Sorensen
      Chancellor

DATE: July 2, 2012

RE: Memorials for Deceased Students Policy Revision

On May 8, 2012 I approved a request to revise the Memorials for Deceased Student Policy to include guidance on issuing posthumous degrees. This is to request that the laptops of deceased students also be addressed in the revised policy. Given the expanded scope, this is to add Kim Schulte-Shoberg, Doug Wahl and Joan Wahl to the policy committee.

The deadlines for submission of senate representation on the committee and draft policy will remain the same as in the original memo that is attached for your reference.

Attachment
TO: Joan Thomas, Dean of Students  
Ned Weckmueller, Chair, Faculty Senate  
Jerry Addie, Chair, Senate of Academic Staff  
c: Meridith Wentz, Chair, University Policy Committee  
Kristi Krimpelbein, Special Assistant to the Chancellor

FROM: Charles W. Sorensen  
Chancellor

DATE: May 8, 2012

RE: Memorials for Deceased Students Policy Revision

I am approving the request to revise the Memorials for Deceased Students Policy to include guidance on issuing posthumous degrees. This policy request meets the following criteria for the development of all-university policy:

- 2.1.1 Issues of major significance which influence the university’s ability to fulfill its mission or accomplish its purposes.
- 2.1.2 Issues where decisions are likely to have a long-term or irreversible impact on the institution.
- 2.1.3 Issues or decision areas where the impact is broader than a single unit or division

With this memo, I am charging Joan Thomas to serve as the lead person, and policy owner, to develop this policy. Our policy on policy development calls for involvement of the Faculty Senate and the Senate of Academic Staff in the development of new policies, therefore, I am requesting Ned Weckmueller and Jerry Addie submit the name of one faculty member and one academic staff member to serve on the policy review committee for the Memorials for Deceased Students. Please submit these names to Kristi Krimpelbein no later than September 14, 2012.

I am asking Meridith Wentz to attend the first meeting of the group in order to explain the steps involved in the development of new all-university policies. Please submit your first draft of this policy document to Kristi Krimpelbein no later than November 16, 2012.