Welcome to the Spring 2015 edition of your Academic Staff Newsletter. Below you will find reports from: Out-going SAS Chair Krista James; Chair-elect Bob Butterfield; Past-Chair Jerry Addie; Elections Committee Chair Jennifer Mans; Personnel Committee Chair Jennifer Lee and; Chair of the Professional Development Committee Sandy White. As you will see from their reports, this has been an extremely active and productive year for the SAS.

Of course, budget woes have dominated SAS agendas, as well as the thinking of all of us. The SAS has done its very best to represent your interests and express your concerns to the various committees, agencies, assemblies and, individuals working on the current budget. However, as the reports below indicate, we have been very active on a number of other issues that are of concern to the system, the university and, the academic staff.

I think I speak for everyone in thanking Krista James for her excellent leadership this year. When we first met last summer she made it very clear that this would be a busy year. Her goals of revising our by-laws, expanding communication with constituents and, increasing transparency were just the beginning. She recently provided me with a list of 32 items representing our accomplishments this year. I am not printing them here in the interest of saving space but I can provide them to you upon request.

As always, we encourage you all to stay abreast of the issues which affect your position as an academic staff person here at UW-Stout. This Newsletter, our SAS website, and the communications you receive from your SAS officers, Linda Borofka (Secretary for the Senates), and your individual senators represent some of our efforts to keep you informed. You will find a list of all SAS senators at our information portal. You may also provide anonymous feedback through the anonymous feedback link on our website. If there is anything you think we should (or should not) be doing to serve your needs, DO NOT HESITATE to contact us.

Stephen Michael Collie
Secretary, SAS
A Note from the Incoming Senate Chair

Let me begin by offering my heart-felt thanks to our current Senate of Academic Staff Chair, Krista James. Krista has done a spectacular job of providing leadership and voice to Academic Staff issues over the last year. She has left a large pair of shoes for me to fill as I begin my term as chair.

I would also like to thank you, the Academic Staff, for placing your trust in me to lead the Senate over the next year. We will likely face even greater challenges in 2015-2016. I pledge that your Senate will continue to be an open and inclusive advocate in all issues relating to Academic Staff in the coming year. Please remember, however, that we cannot do this without your help. As we represent you, I challenge you to do three things.

First, stay informed. The new University Personnel System, the budget, new leadership, and many other topics directly affect us all. Be aware of what is happening around you and know you are not alone.

Second, be vocal. Ask questions, tell us your concerns and share your expertise.

Finally, attend forums, be active in committees, visit the Senate meetings and just plain be involved! It is all of our responsibility to be part of making UW-Stout even better.

Have a great summer and I look forward to the next year!

Bob Butterfield
Chair, 2015-2016

A Note from the Current Senate Chair

It has been an honor serving as the chair of the Senate of Academic Staff (SAS) for the 2014-2015 academic year. I would like to recognize Linda Borofka, Senate Office Assistant, for all her hard work in keeping our senate organized and working very closely with our Elections, Personnel, and Professional Development standing committees. I can honestly say that I would have been lost this year without her assistance.

Bob Butterfield has been elected to serve as the 2015-2016 chair of our senate. Bob was vice-chair this year and co-served with me on the Chancellor’s Advisory Council (CAC) and Strategic Planning Group (SPG). He has also stepped up multiple times to substitute for me with other events when I had scheduling conflicts. As the past chair, I will continue to participate in our regular senate meetings, executive committee, and SPG. I have also been elected to serve on the SAS Personnel Committee, a group of dedicated volunteers who have decided to meet weekly to effectively address all the personnel issues for our academic staff.

This academic year has been a busy one for your Senate of Academic Staff (SAS):

- The constitution and bylaws of SAS were reviewed and edits were made that should lead to more democratic and inclusive processes.
- The SAS Elections, Personnel, and Professional Development standing committees took on significant responsibilities this year. The chairs of those committees have outlined their accomplishments in this newsletter.
Senator Jennifer Lee and I are working with the university’s Instructional Workload Committee to develop a fair and equitable workload policy for all instructional academic staff on our campus. The Faculty and Academic Staff Limited Appointments (FASLAH) handbook currently includes a workload definition for faculty, but not instructional academic staff. We have been notified by UW System that we need an IAS workload definition or one will be developed for us. Once a draft of the instructional workload document has been finalized by the committee, it will be distributed to our constituents for review.

Senators John Lui and Amy Gullixson and I are working with the university’s Civility Initiatives committee to develop a definition of hostile workplace environment and an informal and formal process for reporting hostile workplace incidents. We are in the process of working with the SAS Personnel Committee to determine how to integrate these processes into the FASLAH. Once a working draft has been created, we are hoping to solicit feedback from our constituents.

Senators Jerry Addie and Bob Butterfield and I are the senate representatives for the Strategic Planning Group (SPG) this year. One of the most heart-wrenching tasks has been developing budget reduction recommendations. Chancellor Meyer has asked the SPG members to request that individuals continue to use the online budget feedback form to submit recommendations. He reads through all the comments, so this is a great opportunity to be heard. The form can be found here (intranet required): https://uwstout.qualtrics.com/jfe/form/SV_dprGXiVzuVUUUmN

Senators Jerry Poling and Josiah Ray took leadership roles in developing very important resolutions that our senate passed unanimously. Jerry wrote a resolution to support the university’s proposal to the UW System Board of Regents to offer a Bachelor of Science program in mechanical engineering. Josiah wrote a resolution that requested that the state legislature consider the significant long-term damage that the proposed budget cuts could cause our university and regional and state economies and to support us in our mission to use education to provide a better future for Wisconsin residents.

Shared governance is valued on our campus. This was demonstrated when Chancellor Bob Meyer asked the chairs of the different shared governance groups to give a formal speeches during his inauguration ceremony. Shared governance is a right, but it is also a responsibility. Throughout the next academic year, you will receive multiple emails requesting self-nominations for different university committees. I hope you will seriously consider volunteering for one of these shared governance opportunities. These experiences will help you grow professionally and feel more engaged in the decision making processes on our campus.

Submitted by

Krista C. James
Chair of the Senate of Academic Staff for 2014-2015
SAS Personnel Committee

The SAS personnel committee in 2014-15 did the following:
1. Revised the personnel committee bylaws to: increase the likelihood of a balance between instructional and professional academic staff, create a natural tie breaker, and most importantly to take a more proactive approach to policy making – rather than just a hearing body function.
2. Contributed to pending policy revisions to UWS 11 at the statewide level.
3. Reviewed, revised, and improved the language and process for academic staff to follow in a dismissal for cause situation.
4. Made efforts to preserve rolling horizons on our campus.
5. Created a document to proactive give decision makers regarding process in layoff situations and visited the language in our handbook related to layoff for reasons of budget or program.
6. We have heard many complaints and requests for revision to the complaint and review process which is currently under way.
7. We also recognized the need for more outreach to constituents regarding rights and responsibilities in shared governance, but were not able to achieve our goal of more outreach given the volume of policy revisions we needed to accomplish. We met weekly all of spring semester and are still not quite finished with these living documents.

Respectfully submitted:
Jennifer Lee

SAS Election Committee

It has been a great year for the Senate of Academic Staff Election Committee. This year we implemented two new processes. The first process was a response to feedback we were receiving from our constituents. The feedback indicated they did not know who to vote for during the election because they did not know the background of the nominee. Therefore for each election, we are requesting a short description on why the nominee would be a good fit for the committee. The second new process was to elicit more academic staff members to get involved. We now have a new electronic volunteering process for our ad hoc committees. I electronically ask for volunteer of all academic staff members for the ad hoc committees. Once I have the list of each volunteer, the Senate as a whole votes for the academic staff member they see best fit for the committee. I am proud to report that it has been a successful process and more academic staff from across the campus has been volunteering. If you are interested in volunteering on a committee please watch your email for various opportunities throughout the semester. Additionally, we have filled most of our standing committee positions for the 2015-16 school year. Go to http://www.uwstout.edu/acadstaffsenate/upload/Spring-SAS-Committee-Vacancies-Elected-2.pdf to see the spring 2015 election results. Thank you all for a great semester and I look forward to working with you all throughout the year.

Respectfully submitted:
Jennifer Mans
SAS Professional Development Committee

Committee Membership: James Church, Mary McManus, Angela Swenson-Holzinger (alternate) and Sandy White (Chair)

The committee met several times to look over the current by-laws, awards available for academic staff and made recommendations for future changes.

**Recommendations for changes in the SAS by-laws for this committee included:**

- Representation on the SAS Professional Development committee should come from both instructional and non-instructional academic staff.
- A Chair of the committee will be elected each year from the Senate membership and serve on the SAS Executive Committee.
- A Vice-Chair will be elected at the first committee meeting.
- Participate in recommendations process/selection not only for the Chancellor’s Award but facilitate participation in submissions for the Regents Academic Staff Excellence Awards and other awards established in the future.

The Committee is still looking at other campuses and their awards as well as trying to identify new sources of funding. Discussion also focused on how academic staff could be recognized for outstanding contributions to UW-Stout.

**Recommended changes for the Chancellor’s Academic Staff Award for Excellence**

- The committee recommended the award amount be changed from one $5,000 to two $2,500 awards.
- Decreases the length of full-time experience from four years to three years.
- Opened up the options for part-time academic staff in Spring 2016 who would qualify for the award with six years of **continuous** experience.
- The timeline sequence was modified.
- The nominations no longer need to be ranked by the Deans and Directors.
- Evaluation sheet was created to evaluate and rank the submitted nominations which are now forwarded directly to the SAS Executive Committee for approval.
- The Chancellor supported the recommendation of the Academic Staff Professional Development Committee and SAS Executive Committee making the recommendations. Three unranked finalists are submitted in April for the Chancellor’s May announcement.

The SAS Professional Development Committee was pleased with not only the number of nominations for the Chancellor’s Academic Staff Award for Excellence this year but the quality of the nominations demonstrating hard work and many valuable contributions to the university and community.  **Nominations for next year are due March 7, 2016.**

Krista James and I are the academic senate representatives to the **Budget Model Review** (BMR) Committee established to explore the possibility of employing a different budget model with a focus on incentive-based funding. This committee was created in 2014 and usually meets on a monthly basis. The Education Advisory Board (EAB) completed a benchmarking study on UW-Stout Physical Plant with other areas currently under study. The work of this committee will continue as more data is collected for the evolving UW-Stout budget model. A white paper was created by the committee on Resource Allocation at UW-Stout and shared with the governance groups and several other UW-Stout committees.
This paper and more information is available at https://www.uwstout.edu/admin/asls/intranet/Budget-Model-Review.cfm

I was also the academic staff representative to the committee that developed the now approved UW-Stout Policy on Advertising, Sponsorship and Promotion of Alcohol and Tobacco Products (Policy No. 14-74, Date: 1/21/2015). The purpose of this policy is to establish guidelines for the advertisement, sponsorship or promotion of alcohol and tobacco products on the University of Wisconsin-Stout campus or at campus sponsored events. This policy also provides guidance to all units, departments, schools, colleges and registered student organizations on the sponsorship of university events, programs, publications or other activities by non-university entities. The complete policy may be found at http://www.uwstout.edu/parq/upload/Policy-on-Advertising.pdf

Respectfully submitted by
Sandy White

**Academic Staff Reps Council Highlights**

From the start of the New Year, discussions quickly escalated into everything about the State Budget and Public Authority. Our first meeting of the New Year was January 23. We had heard up to this point rumors about the Governor’s budget. The rumors were a system budget cut of 300 Million and Public Authority. This started a long discussion of what Public Authority might look like and what would happen to Chapter 36 (Governance in the Law). We heard UW System’s reassurance that the public authority is what the system needs and should push for.

We would only have had to wait a few days before the Governor’s budget was released. By our next meeting it had turned into more than just 300 million and public authority. A number of campuses and the Board of Regents weighed in with the majority opinion believing the cut was way too much and not so sure on the expedience of the Public Authority. The Board of Regents made a resolution if the public authority came into being they would take Chapter 36 and use that until they could have a task force make recommendations on whether or not to change some of the language of Chapter 36. This did not bode well with the reps as we see it as no longer in statue and the possibility to change what shared governance could look like.

Although these two areas claimed a lot of our discussion time, there are other parts on layoffs, work-load, and non-renewals. There also has been discussion on UPGs and how some campuses either choose to ignore or disregard policy. For example the Reps Council has been trying to dispel the rumors that indefinite appointments and rolling horizon contract do not exist any longer. It is fact they are still in policy just some campuses choose to ignore them.

Our next meeting is slated for the 1st of May and I expect it will be about how the individual campuses are coping with the budget crisis. As we all know the Legislature has not yet approved or set the budget yet this will happen after our last meeting for the year. Stay tuned and we will get the information out to you as soon as it becomes available.

Respectfully submitted:
Jerry Addie, SAS Rep to Academic Staff Reps Council