



The University of Wisconsin System Administration

Academic Staff Committee

Contact: Leah Mellas

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Wednesday, January 18, 2023

1:00 pm

Virtual Meeting

NOTES/MINUTES

Attendees: Jesse Czech, Cayla Leikin, Leah Mellas, Lisa Nielsen, Anne Oyamada, Jose Perez, Katie Ptaszek, Joseph Quintana

Not in Attendance: N/A

1. Welcome and Introduction of Members (All)
2. Notes from 2022 Chair (Mellas)
 - a. Summary of past year committee focus, including the TTC Appeals process, new UW System President, and Return to Office mandates.
 - b. Changes implemented in 2022 included the frequency of meetings and formalization of the subcommittee structure to professionalize the committee's organization. The committee implemented running agenda items that focused on existing policy discussions and new policy changes, which intended to build the knowledge base of the committee as a whole.
 - c. The committee discussed the ways to move from operating reactively to proactively, and a desire to increase our visibility to all staff, thinking about creative ways to expand enrollment.
 - d. The Personnel Policies and Bylaws subcommittee will develop high-level process documentation on how we handle specific processes and situations.
3. Determine ASC Leadership Roles for 2023 (Mellas)
 - a. Chair
 - i. Jesse Czech, by unanimous decision
 - b. Secretary
 - i. Katie Ptaszek, by unanimous decision
 - c. Statewide Representative
 - i. Jesse Czech, by unanimous decision
4. Statewide Rep Update (Quintana)

Next Meeting TBD: Will be posted to the below page no later than 02/08/2023

<https://www.wisconsin.edu/uwsa/shared-governance/academic-staff/meetings/>

Persons wishing to appear before the Academic Staff Committee to address an issue on the agenda, or wishing to request an issue be added to the agenda, are urged to contact the Academic Staff Committee Chair (608-265-2423, leah.mellas@uwex.wisconsin.edu) to do so. Advance notice is requested so that arrangements can be made to appropriately address an issue, including having background information and key contacts available.

5. Unit Updates (All)

- a. AVP for Enrollment and Student Success permanent position posted.
- b. New telehealth contract for students on all campuses (with exception to Madison) and UWSA. Requesting that rep from new vendor come to a summer meeting to present an informational session.
- c. The Equity, Diversity, and Inclusion Committee at UWEX assists in the onboarding process. The committee discussed how that process can be shared with or replicated at other UWSA units

6. Subcommittee 2023 Discussion/Selection (Mellas)

- a. All subcommittees' functions were briefly discussed, and the committee decided to formulate the participants via email and approve them in the February meeting. Subcommittees include:
 - i. Awards
 - ii. Communications
 - iii. Elections
 - iv. Personnel Policies/Bylaws & Divisional Representation
 - v. Resolution Drafting
 - vi. UWSA Policy Review & HR Liaison

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