



**The University of Wisconsin System Administration
Academic Staff Committee**

Contact: Jesse Czech
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January 22, 2024

1:00-2:00 PM

Teams

NOTES/MINUTES

Attendees: Jesse Czech, Katie Ptaszek, Jenna Swartz, Sarah Ebben, Shanna Lockwood, Ryan Anderson, Fay Akindes

AGENDA

1. Opening of meeting (Jesse)
 - a. Group introductions for new members
2. Updates from divisions (All)
 - a. UWSA – New travel service provider will take over at the beginning of FY25, Concur will still be the booking tool. New programs from OPID: conference on Teaching and Learning in April; Faculty College retreat to be held in May; Wisconsin Teaching Fellows and Scholars. More collaborative, cross-department, cross-campus initiatives are being developed.
 - b. UWSS – reference checks software project for new hires is beginning in a few weeks. New UW employee portal is expected to be launched before July 1 as part of Workday preparations. New tool for employee benefits self-service is being developed by ETF.
 - c. UWEX – a new mission, renaming, and branding is forthcoming, focused on online programs and partnerships with campuses. The online portal will be launched within a month or two.
3. Subcommittee Updates (All)

Jesse will send out a brief description of the subcommittees and all members should bring a list of their preferred top 3 to the February meeting.

Next meeting February 20, 2024

<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 (608-262-4973, jesse.czech@uwss.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.

- a. Awards – Jenna and Sarah will be assisting with award nominations review in February.
 - b. Communications
 - c. Elections – Ryan and Fay joined ASC after the end-of-year elections. Next elections will be held in October.
 - d. Personnel Policies/Bylaws and Divisional Representation
 - e. Resolution Drafting
 - f. UWSA Policy Review and HR Liaison
4. Archiving updates – anything left? (All) ASC paper materials were picked up a few months ago and are stored in the UW Archive. List of the folder topics is saved in the Teams site. We can request the Archives drop off the box if there is ever an interest or need to access these records.
 5. Statewide Rep update (Jesse) – None at this time
 6. Onboarding ASC Members (Jesse)
 - a. Jesse shared several slides for the new members regarding shared governance and ASC within UWSA.
 - b. New members were added to the ASC section of the UW website and the ASC Teams site.
 7. Open discussion as needed

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