



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

Contact: Cayla Leikin
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November 10, 2025

2:30-3:30

Teams or Room 126 at 780 Regent

ATTENDEES: Shanna Nifoussi, Sarah Ebben, Katie Ptaszek, Cayla Leikin, Lindsey Smeaton, Ryan Anderson, Ka Lia Smith

NOT IN ATTENDANCE: N/A

AGENDA

1. Opening of meeting (Cayla)
2. Cookie Exchange Event Planning (All)
 - a. Reserved the 19th floor at Van Hise for December 18th at noon. ASC will provide plates and plastic wrap or Ziploc bags for people to take treats home. Encourage people to bring desserts to share and to wear festive apparel. Ka Lia will write up an advertising blurb for the cookie event. Katie will make a page on the ASC website for the event and a RSVP form so we can send out calendar reminders. Not everyone's Wiscard has Van Hise access, so we will need to have a plan to escort staff up in the elevators.
3. ASC Handbook chapter 2 updates (HR Subcommittee)

The committee discussed and majority approved the following changes to the handbook:

- a. Approved section 2.2: can increase membership of the ASC by 2 using a majority vote of the full committee.
- b. Approved section 2.2: adding a term limit of 3 consecutive terms of 2 years each and must wait 1 year before running for re-election after that.
- c. Approved section 2.4: the ASC will elect a chair each year, who will serve for one year with the option to run for reelection in subsequent years

Next meeting December 15

<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 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.

- d. Approved section 2.4: if the chair or secretary position becomes vacant, ASC will do an internal election to select an interim chair/secretary to serve out the remaining term. The interim would be allowed to run for a new full term as chair or secretary after that.
 - e. Approved section 2.4: ASC chair will serve as the statewide governance rep unless they would like to send a designee in their place, in which case the ASC will do an internal election to determine the designee.
4. Subcommittee Updates (All)
- a. Awards – N/A
 - b. Communications – cookie event promotion
 - c. Elections – working with the Office of Communications to solicit nominations and send out the ballot
 - d. Personnel Policies/Bylaws and Divisional Representation – N/A
 - e. Resolution Drafting – N/A
 - f. UWSA Policy Review and HR Liaison – N/A
5. Statewide rep update (Cayla)
- a. Cayla attended the in-person meeting. Act 15 and teaching credit load was the major concern with rep groups.
6. Brainstorming and open discussion as needed (All)
- a. UWSA
 - b. UWSS
 - c. OPLR

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