



The Universities of Wisconsin System Administration Academic Staff Committee

Contact: Cayla Leikin (608) 263-0221

cayla.leikin@business.wisconsin.edu

September 17, 2026

12:30 – 1:30 pm

Teams or Room 126 780 Regent St

Attendees: Sarah Ebben, Cayla Leikin, Jack Moldenhauer, Ka Lia Smith, Lindsey Smeaton, Jenna Swartz

Not Present: Holly Cho

AGENDA

1. Opening of meeting (Cayla)
2. Subcommittee Updates (All)
 - a. **Awards-** met with HR during Personnel Policies and Bylaws- award will continue to be paused while HR works with leadership to consider what the award will look like going forward
 - i. Some will depend on opinion and preference of the new president
 - ii. Award could also be opened up to University Staff as the exact language is “professional staff”
 - b. **Communications and Events-** decided not to renew with Mallards to have more flexibility in what we plan next summer
 - i. Future event planning- holiday events in December (& meet your newly elected representatives)
 1. Trying to do an event at each location
 2. Making unique enough that people might attend more than one: donuts, hot chocolate bar, cookie exchange
 3. Considerations:
 - a. At 660- Wednesday is the best day because most people seem to be in the office
 - b. Need to assess if Van Hise has reopened
 - ii. Cayla sent request and agenda to meet with Interim President Wachter
 - c. **Elections-** will likely meet in October to finalize logistics and communications plan
 - i. Jenna will duplicate ballot and reach out to helpdesk to get Academic Staff listserv updated
 - d. **Personnel Policies and Bylaws-** still working on handbook revisions

- i. Will be sending agendas to Jason before each meeting to share discussion items
 - ii. For next meeting- will be asking about how to incorporate education about Academic Staff Committee into new employee orientation and potential to make proactive updates to Academic Staff listserv when new employees join the organization, process to be informed of new academic staff members to be able to make outreach
- e. **Resolution Drafting-** no updates
- 3. Updates from divisions (All)
 - a. **Office of Business and Entrepreneurship-** Bon Wikenheiser is retiring; Idella Kangas has stepped into leadership role; hiring new Business Systems Manager
 - b. **Shared Services-** part-time student employee starting at the end of the month and doing internal hire for position on settlement team
 - c. **Office of Professional and Online Learning Resources-** new marketing director just started and are hiring new success coach. Completed searches for enrollment advisors
 - d. **UWSA-** lots of policy work planned for Q2. Biennial budget continues to move through process.
- 4. Proposal for directions in policy advocacy (Cayla)
 - a. Career and pay progression for remote employees
 - b. Expanding legal holidays
- 5. Listserv proposal follow-up (Cayla/Sarah)
- 6. Brainstorming and open discussion as needed (All)

Next meeting October 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 (608-263-0221, cayla.leikin@business.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.