Academic Staff Personnel Committee
Minutes
November 19, 2013

Members Present: Katie Wilson, April Pierson, Teresa O’Halloran, Cathy Berry, Julie Eklund, Holly Hassemer

Guest: Barb Hanson

Proposed changes to page 105 of Faculty and Academic Staff Rules and Procedures Handbook were clarified. Changes approved with no objection. They will be sent to the Faculty Personnel Committee.

Teresa has not updated the ASPC function language yet, but hopes to do that by the next meeting to get feedback from the committee.

Minutes from 11/05/13 were approved as distributed with minor adjustment. Stephanie Jamelske and Barb Hanson will be separated out as guests.

Barb Hanson provided a few updates from Human Resources:

• She asked David Miller, HR director, about supervisor training being done regionally by System and whether it could be held locally to get more supervisors trained. He says the plan is to hold a training locally, perhaps at UW-Stout, so local campuses can attend.
• HR is working on streamlining and creating more uniform orientation processes and trainings for new employees.
• Barb has asked LTS to help revamp BPLogix forms to make contracts move faster.

Cathy commented on the idea of having more uniform training/orientation materials, perhaps available on D2L or that go out with contracts. She says the College of Nursing has so many late hires in clinical settings that it would be great to have something like this to help late hire employees.

The recent open enrollment period was discussed. Barb reported that things seemed to go smoothly from the HR end.

There was a brief discussion about the recommendations related to Student Health Services.

December 3 will be the last ASPC meeting of the semester.

Adjourned at 2:35 p.m.

Minutes submitted by Holly Hassemer