Minutes from the meeting of the Academic Staff Personnel Committee  
April 29, 2014  
2-3 p.m.  
Old Library 2110

Present: Katie Wilson, Julie Aminpour, Linda Carlson, Holly Hassemer, Bonnie Isaacson, Teresa O’Halloran

Guests: Stephanie Jamelske, Barb Hanson

The minutes of the April 15, 2014, meeting were approved.

Discussion/Reports
University Personnel Systems (UPS) confirmed that IAS will continue to be linked to professional/academic staff; not faculty.

Stephanie Jamelske reported that the Committee on the Status of Women and the Compensation Committee are looking at pay status; upcoming renewed statistics will be coming from the Compensation.

Holly Hassemer and Bonnie Isaacson explored our websites from the eyes of brand new hire. -- HR to start would be logical. Websites have good info, but could link to others, e.g. Provost, UW System.

They also discussed the need for improved web searches as well as a need for a welcome guide with terms and acronyms we use in higher education. Senate information should be included. New staff, like new students, can be overwhelmed from time to time. Occasional information emails would be helpful . . . "did you know?"

Teresa O’Halloran asked if it is time to discontinue the opening week "training" on supervision of professional staff. Stephanie reported that questions had come up in various committees – Department chairs were given training, but not other supervisors – so this training was developed. Suggestions were made to review the topics for the most pertinent and to perhaps substitute timely brown bag lunch presentations in lieu of the opening week training.

Committee terms -- Bonnie, Katie, Julie E, Kathy Sahlhoff -- terms are up (Katie is chair as the Academic Staff Rep so she continues). There are two openings but only one nominee. Election will take place at senate in the fall.

Compensation committee -- all proposals passed. Employee survey indicates they want tuition assistance. They are forming committees to study the idea.

Katie will attend the academic staff reps meeting this Friday. Focus will be on Personnel/UPS roles.

Stephanie announced the search for a Director of Admissions is starting. She will consult with the ASPC on choosing the members of the search and screen committee.

Submitted by Julie Aminpour