Agenda:

1) Call meeting to order and select minute-taker

2) Open forum for any university academic staff member to speak to the committee (10 minutes)

3) Approve minutes (handout)

4) Discuss diversity and personnel evaluations (handouts)

5) Announcements and miscellaneous business

6) Adjourn
Academic Staff Personal Committee
Meeting Minutes
November 1, 2016
Little Niagara, Davies Center

Present: Katie Wilson, Cindy Chapek, Stephanie Jamelske (Ex-officio), Lori Snyder, Catherine Lee, Sheryl Poirier, Katie Ritland-Clouse

1. Chair Katie Wilson called the meeting to order at 2:10pm.
2. There were no university academic staff members who showed up for the open forum.
3. The meeting minutes of October 18 were approved with minor edits.
4. The survey of the academic staff and letter to the Chancellor and other administrators was discussed. Lori Snyder shared a summary of the results that she pulled together since the last meeting. There were a few minor edits which Katie Wilson will make and it was approved to have her send it out.
5. FSLA meetings were held a week ago so everyone who is affected by the change should be aware. To clarify, classifications will not change, only the way in which time is reported and payroll is administered. Stephanie Jamelske clarified that promotions are funded centrally.
6. The University Senate Executive Committee is looking at how diversity can be incorporated in personnel policies. Katie Wilson started a discussion on if and how Equity, Diversity, and Inclusivity is currently being incorporated in performance evaluations. Lori Snyder raised a question about how this will be measured and if it can be evaluated if it is not included as part of the position responsibilities. Example, if an AIS contract is 100% teaching, how is EDI factored in? Katie stated that this is the start of the conversation and it is good to bring up and consider those points. Currently EDI is an expectation of every position on campus and all departments must have an EDI plan and every employee and EDI goal. Cindy Chapek suggested that language should be the same for academic staff and faculty. Katie will send the committee the pages to be reviewed in the FASRP booklet before the next meeting.
7. Katie Wilson is heading to Madison to attend the Academic Staff Reps meeting next week and will report back at the next meeting. She asked if anyone had questions to bring and no one did.
8. Meeting was adjourned at 2:50pm

Respectfully submitted, Sheryl Poirier