Restoration of Missing Functions

REPORT FOR THE UNIVERSITY SENATE

University Senate Committee: Academic Staff Personnel Committee

Brief History of Issue - why the issue is being considered:

In late spring 2010, it was brought to the attention of the Academic Staff Personnel Committee that the charges of the committee were left out of the Faculty Academic Staff Handbook in 1989 without University Senate Action. Investigation by Susan Harrison, Linda Spaeth, and Jennifer Lee confirmed that Senate Action on 11/29/1988 (and signed by Chancellor Schnack 12/2/88) redefined the committee formerly known as the Academic Staff Committee (UWEC Chapter 11) as what is today known as the Academic Staff Personnel Committee. That senate action is reflected in the March 1989 Academic Staff Personnel Rules Handbook. Our search did not find evidence of any further Senate action in that area of the handbook that year. In the August 1989 Faculty and Academic Staff Handbook the functions were present but the remaining eleven charges to the Academic Staff Personnel Committee were not listed. Those charges are as follows:

1. To study and be knowledgeable of both System and local Academic Staff Personnel Policies and Procedures.
2. To maintain awareness of all administrative matters which may have ramifications for the procedures and rights afforded academic staff members under the Policies and Procedures.
3. To provide information, but not function in an advocacy or advisory relationship, to any academic staff member regarding due process afforded to academic staff.
4. To review the criteria for salary adjustments of academic staff but not arbitrate specific cases.
5. To review the criteria used in the designation of positions with the budgetary and personnel constraints of the UWEC as being within the fixed term or probationary categories.
6. To review policies governing conversion of academic staff from fixed term to probationary, or from probationary to fixed term (see UWEC 10.05(1)).
7. To offer interpretations of guidelines for the definition of an operational area, especially where positions and duties under those positions might be transferred to other operational area even though for all functional purposes they remained the same.
8. To review policies and recommend criteria for the designation of positions as fixed term when appointments to such positions would seem to exceed the temporary duration implied in the guidelines of fixed term employment.
9. To offer interpretations of guidelines for the promotion to indefinite appointment.
10. To maintain awareness of the rights of academic staff on layoff for alternative employment and reappointment as specified under UWS 12.03 and 12.09 (UWEC 14.07, 14.08)
11. To function as an agent for revision and amendment of the existing academic staff rules for UWEC.

THEREFORE “FOR THE RECORD”, the 11 charges will be reinstated as part of the functions of the Academic Personnel Committee in the current Faculty and Academic staff Rules and Procedures, Part III, Article Three: Bylaws of the University Senate, Section H – Committee Organization, 3. The Academic Staff Personnel Committee, b. Functions.