Minutes of the University Senate Academic Staff Personnel Committee
17 November 2020
Virtual Meeting via Microsoft Teams; 2:00pm

Members Present: Pam Baughman, Jasmine Case, Paula Collins, Mary Elger-Lonzarich, Craig Ernst, Stephanie Jamelske, Linda Pratt, Lori Snyder

Guest: Barb Hanson

Minutes prepared by Lori Snyder

1) Meeting called to order at 2:05pm

2) Minutes of 3 November 2020 approved as submitted

3) Discussion of change from monthly to two-week pay periods
   -the first pay period in the new two-week pay cycle will be the mid-July 2021 pay period, not the first pay period of February 2021 as originally announced
   -absence reporting will likely change to a two-week cycle as well, though it is still unclear
   -some confusion on time and absence reporting and if the timesheets appearing on My UW System are permanent or just temporary for furlough reporting
   -discussion of furlough reporting and the recognition that, at UW Eau Claire, salary ‘smoothing’ was enacted as opposed to individual furlough days, which simplifies payroll considerably
   -University Senate voiced concerns about the increased workload for supervisors and chairs, who will now need to approve twice the number of time-reports from their staff (and faculty)

4) COVID Leave
   -it appears that the opportunity for 80 hours of COVID leave will be terminated on Dec. 31st
   -discussion about whether all of the funds for this leave were provided by the Federal government – Sue Weber would be the person to clarify any issues with COVID leave

5) Board of Regents Academic Staff Excellence Award
   -nominations accepted for deserving staff

5) Academic Staff Reps Meeting Report
   -discussion and revision of start time for new two-week pay periods
   -discussion of COVID
   -ATP Project
   -concern among AS reps that the process will result in elimination of positions or personnel as it includes the tracking of positions
   -this is a ‘continuous improvement’ project that will inventory positions and suggest redesign to work processes to improve efficiencies and is not specifically intended to reduce positions, though it is possible

6) Academic Staff Promotions
   -Professional Academic Staff promotions will proceed for this year
   -As noted previously, Instructional Academic Staff Promotions will also proceed
     -the promotion from Associate Lecturer to Lecturer is the most overlooked and Department Chairs and Associate Lecturers should be aware of and take advantage of this promotional opportunity

7) Meeting adjourned 2:42pm