

Membership:

x	Aasen, Joyce (PTF)	x	Moe, Jami (FTF)
	Bakken, Turina <i>Co-Facilitator</i>		Neuberger, Annie (PSRP/ESP)
	Carter, Shawna (Admin) via phone		Page, Chris (FTF) – <i>Co-Facilitator</i>
	Coan, Matthew (PSRP/ESP)	x	Radionoff, Kate (Admin)
x	Dubree, Maryann (FTF)	x	Rettler Pagel, Tina (FTF)
	Frederick, Catherine (PTF)		Schober, Justin (S)
x	Fritz, Sarah (Admin)	x	Todd, Tannen (S)
	Guenthner, Amy (PTF)	x	Uttech, Kristin (FTF)
x	McKay, Denise (PSRP/ESP)		Zarrinam, Jennifer <i>Support</i>

Guests: Janice Mettauer Facilitator: Kathleen Paris
Subs: Mike Kent

AGENDA with NOTES

1. Check In (All) and review agenda (Chris) and introduce Facilitator, Kathleen Paris and guest

All present checked in

2. Approve meeting minutes from 2/27/2015 (all)

Thumbed

3. Updates, if any (T/Chris) (College Assembly, etc.)

Future meetings:
Thursday, March 26, 2015 2-4 pm
Friday, April 10, 2015 12:30-2:30 pm

Metro Campus Taskforce – concensus from their Councils; presented to Assembly. No formal action. Documents being reviewed. Hope to come to concensus on 3/25 at next Assembly meeting.

- Get out of lease at West – need to give notice in June '15 for termination June '16.
- Pursue comprehensive Metro campus location – central to near West (based on what future growth of district might look like). Support svcs, food svc, programming (A&S, School of Academic Advancement, pathways, others) (approx. 70,000-80,000 sq. ft)...
- Sell Downtown. Approx. value \$12-13Million.? (1920's building, 1950's building, parking spaces). Estimates on repair (approx.. 200,000 sq. ft.) is approx. \$25-\$30Million to bring building up to code; ADA compliant; etc. Monies put back into new property?
 - \$1.5M limit/available for capital project
- no discussion on South campus

Budget Taskforce - \$5-\$8Million shortfall (exclusive of pay increases, new positions, etc)
-approx. 7 issues/recommendations that could result in cost savings within the next fiscal yr.
-additional cost reduction measures will be necessary as approx. \$5Million was presented
-decision will reflect suggestions from Assembly as well

Recommendations:

-3% cut in 5200 expense line items from budgets; flexibility to look at other line items possible

-health insurance (projected increase of 6% cost increase over the next yr) –incentivize employees to take lower cost plans, increase employee contribution, modify services, etc → 2% cost savings = 4% increase vs. 6% increase (tasked to Benefits committee)

-position vacancies – delaying hires, position eliminations; delay 10 f.t. faculty positions for 1 yr. (or 20 positions for 6 mos); PSRP and admin positions. 3 faculty eliminations (if full time position eliminated, backfill with p.t. faculty), 1 admin position elimination, _?_ PSRP eliminations (proportional to other eliminations); reallocated position wouldn't count as eliminated position; retirements factored in to vacancies. Decisions to come from budget managers.

-parking charge for employees (0.7% of salary as payroll deduction); possible free access to physical education site ...

-substitute teacher pay - \$170,000 reduction

-pay for extra professional work (curriculum development...)

Above recommendations = approx. \$4.9 Million

Additional shortfall might need to be discussed with individual budget managers/Schools/etc.

Presentations from Metro Campus Taskforce and Budget Taskforce are on Shared Governance webpage under "Issues". Link: <http://madisoncollege.edu/issues-and-updates>

4. Discuss sub criteria from previous meeting/revisit; finalize and thumb

Sub Criteria discussion:

Subs allowed

Expectations should be evident

Briefed prior to mtg.

Allowed to thumb

No thumb if both PT faculty aren't present or 3 of 4 are absent

Quorum discussion (look at Nov 12 Assembly meeting notes):

What makes a quorum?

Numerical makeup may change – talk about proportions not #'s

2/3 of each group present? = 11 members

Policy for replacing if we lose someone?

Each group must be represented – no proportion

Let Student Senate know a student member is missing

Want to avoid a thumb being blown up because of lack of representation

By Laws of Assembly? (Look at Nov 12 Assembly mtg notes)

Just appoint a sub – not vote

Can be bumped if you miss too much

No final draft

If you miss, your responsibility to get a sub

Should a sub have thumbing rights?

Be up to date with everything –need to be prepared

Sub might not have same interest as you as a committee member

You are here as a member of an employee group

Members are here based on what they bring to the group

Options:

*Subs but no thumbing rights

Should they be there only to report back?

No thumbing rights would that impede moving forward?

*No subs – employee representation

____amount of employee group represented

If one rep there, if they feel comfortable representing employee group – can thumb or can say they don't feel comfortable

Voting rights:

-sub misses history of discussions

-need to have one student represented (can use Student Senate to fix this issue)

-don't want work thumbed down in Assembly; want work moving forward

Proposal on Quorum and Substitutes/Alternates: Will be presented at next meeting for thumbing

-At least one voting member of each group represented and 11 members present (2/3 majority).

-Subs expected.

-Subs should be prepared.

-Subs can vote/thumb.

Jen will send recap with meeting notes via email.

5. Begin discussion on Workload

Chose to hold off on beginning discussion, as we need more clarification of the issue.

6. Other items for discussion/comments?

Emeritus status

What process can we create to rehire retired faculty and staff?

Honorary status/honorary position - still associated with College

This comes up in grants → value to College

Does someone want us to have an emeritus status?

Opportunity to hire retiree if needed

Carries status – continues relationship – privileges retained

Looked at UW system emeritus status criteria:

Emeritus/emerita status is an honorary designation conferred upon retirees to recognize their contributions and accomplishments over their university careers. It is available to academic staff, classified staff and faculty. You are encouraged to consider seeking department or unit support for an emeritus/emerita application while you investigate retirement options. Further information is available at <http://www.ohr.wisc.edu/polproced/UPPP/2001.htm>, Section IV, for unclassified staff or at http://www.ohr.wisc.edu/polproced/CPPP/cppp_chapter20.pdf, Section IV, for classified staff.

Eligibility

Be a permanent employee with the University of Wisconsin-Madison who is eligible to activate an annuity from the Wisconsin Retirement System (WRS).

Have completed a minimum of ten years of distinguished service at the University of Wisconsin-Madison.

Application Procedure

Recommendations for emeritus/emerita status begin at the department level and proceed through the dean's office to the office of the Chancellor.

Recommendations should include the following:

- Brief narrative summary citing the professional accomplishments and record of university service,
- Expected date of retirement or copy of letter of retirement,
- Dean level approval.

Recommendations may be submitted throughout the year.

Privileges of Emeritus/Emerita Status

Receive a Certificate of Recognition signed by the President of the Board of Regents, the Chancellor, and either the Secretary of the Faculty, the Secretary of the Academic Staff, or the Director of the Classified Human Resources Office.

Automatically be added to the ID authorization file; other retirees who wish to continue using the facilities will be authorized only by special request to the Academic Personnel Office. The UW-Madison identification cards must be retained to use the University libraries and recreational and other facilities.

Retain listing in UW-Madison electronic directory.

Automatically retain WiscWorld (Internet) privileges and continue to have access to specific DoIT services and products.

Receive access to free Temporary Parking Permits (half-day, daily) on a space-available basis through one of the Transportation Services offices.

Receive a free city bus pass. Note: this privilege is reviewed annually by UW Transportation Services and is subject to change without notice.

May be provided office and/or laboratory space with the approval of the department.

Person has value that is lost – formal relationship participate/represent college at national stage – need infrastructure to support them

What is the interest in having this status?

Case to rehire already in system

Helps ease one in to retirement

Clarification needed/What is the question re: emeritus?

If it means preserving salary/seniority that this is not in best interest of existing PT faculty

Performance based reviews-- 360degree reviews – would this fall in workload? Or something else? Perhaps it fits in FQAS (faculty certification)

7. Check out

-What worked well?

Liked that the budget presentation and metro campus presentation was a quick snapshot vs. powerpoint

Liked having a facilitator; made us stay focused

-Any changes for next meeting?

Future Agenda Items:
Clarification of Workload issue
Clarification of Emeritus issue