ARTS STAFF ADVISORY COUNCIL

Wednesday, March 31, 2021, 1pm

Present: Sheila Ager, Tawnessa Carter, Shelby Davies, Andri Efstathiou, Kathryn MacDonald, Jen McCaig, Tammy Neal, Janine Ouimet, Elizabeth Rogers, Jameson Schildroth, Michael Wagoner.

Regrets: Stephanie Cooper, Sherri Anne Arsenault, Jennifer Doucet.

Notes

1. Summary of decisions from last meeting
   - ASAC will meet every other month, and plan approximately quarterly events for staff.

2. Sub-Committee Updates/Check-in
   - Tawnessa invited ASAC members to sign up for subcommittees via Teams.
   - The Web and Communications Subcommittee is not necessary for now. Thus, members may wish to re-assign to one of the other three subcommittees.
   - For reference, as of February 2020, the subcommittee memberships were:
     o Communications and Web: Michael, Cyntia, Shelby, Sherri Anne, Andri.
     o Staff Association Representative: Tammy, Sherri Anne, and Jennifer.
     o Social and Community Outreach: Shelby, Sarah, and Stephanie.
     o Learning and Development: Tammy, Jameson, Jennifer, Jen, Kaitlin.

Social and Community Outreach Sub-committee
   - Propose to host a virtual trivia event for Arts staff groups during a Friday late afternoon (date TBD). **ACTION:** Social committee to begin planning this event.
   - Members were enthusiastic about launching a virtual book club for Arts Staff. The following link was shared: [https://www.usatoday.com/story/entertainment/books/2020/05/29/book-club-quarantine-how-host-virtual-engaging-chat-zoom/5246935002/](https://www.usatoday.com/story/entertainment/books/2020/05/29/book-club-quarantine-how-host-virtual-engaging-chat-zoom/5246935002/). **ACTION:** Members to consider possible formats and organizing roles.

Learning and Development Sub-committee
   - Looking into offering a Facilitating Virtual Meetings workshop for Arts Staff.
   - Prior to the COVID work-from-home period, ASAC members had discussed establishing one or more Community of Practice, or mentorship groups. Members discussed this and agreed that ASAC should capture information about existing such groups and provide contact information to Arts Staff. **ACTION:** Tawnessa to circulate an email requesting members of existing community of practice/mentoring groups within Arts provide information about the scope of the group and whether new members are welcome.
   - Prior to the COVID work-from-home period, ASAC members had discussed surveying Arts Staff about what they would like ASAC to offer to them. **ACTION:** Tammy and Tawnessa will discuss
the Arts Survey prior to the next meeting; they will determine if renewed clearance or any updates to the content are necessary.

3. UWSA Report

- Kathy Becker is the new UWSA President. Staff pay increases are capped at 1%; and this has to be approved by board of governors.
- In May someone from HR will be presenting on merit increases.
- UWSA Minutes are available online, and meetings are on Teams.

4. Deans Office Report

- The Arts Deans Office is working on the new strategic plan; they are putting together four working groups to develop key goals and objectives and will seek staff participation. The plan is targeted to be ready for Arts Faculty Council approval within a year.
- Staff performance reviews are now complete. The new process during COVID received positive feedback.
- Arts determining what the in-person return for Fall 2021 will be like. There will be a substantial remote component (about 50% remote/ 50% in classrooms); procedures will vary by unit and responsibilities.
- Many people were involved in the budget process. Additional costs may be associated with a Fall in-person transition.
- If the vaccination rollout is different than currently predicted, the in-person plan may also change. UW will continue to engage and encourage risk-averse procedures.

Next Meeting: Wednesday, June 2, 2021, 2-3pm (Microsoft Teams)