8:00 – 8:45  Registration, Networking, Coffee and Bagels

8:45 – 8:50  Welcome

Heather Mc Fadden, *ASEC Chair*
Amy Rettammel, *MASA President*

8:50 – 9:30  Keynote

*Update on the 2015-17 Biennial Budget*

Darrell Bazzell, *Vice Chancellor for Finance and Administration*

9:40 – 10:40  Session I

10:50 – 11:50  Session II

11:50 – 1:20  Lunch and Panel

*History of Shared Governance Panel*

Joe Corry, *Emeritus Associate Vice Provost for Academic Affairs, Chancellor’s Office*

Joann Elder, *Emeritus Academic Advisor, Department of Sociology, College of Letters and Science*

Bill Steffenhagen, *Emeritus Department Administrator, Dairy Science, College of Agriculture and Life Sciences*

Moderated by Troy Reeves, *Archivist and Head of the Oral History Program, General Library System*

1:30 – 2:30  Session III

*Sponsored by:*

Academic Staff Governance
Academic Staff Professionals Representation Organization (ASPRO)
Madison Academic Staff Association (MASA)
Office of Human Resource Development
Office of the Secretary of the Academic Staff
Field Day: Exploring Games, Simulations and Mobile Apps for Active Learning  
David Gagnon, *Program Director of the Field Day Lab, Division of Information Technology (DoIT)*

Grown out of the Mobile Learning Incubator at Academic Technology, a new lab has been created at the Wisconsin Institutes for Discovery that explores the intersection of contemporary learning theory and media design. In this session, we will look at several collaborations at UW Madison, from folklore to thermodynamics, as well as some of our national projects, showing how digital media can be used to create active and personalized learning experiences across a variety of disciplines. We are always looking for new collaborators, so bring your big ideas.

Robert’s Rules 101  
Jake Smith, *Deputy Secretary of the Academic Staff*

Are you an Academic Staff Assembly representative? Do you serve on a committee that uses Robert's Rules? Are you confused about what to say when you make a motion, or when to make one? Join the Academic Staff Assembly parliamentarian, Jake Smith, as he covers the basics of Robert's Rules of Order.

Academic Staff Layoff & Nonrenewal Process and Referral Priority Services (*repeated in Session II*)  
Anna Golackson, *Human Resources Assistant, Office of Human Resources*  
Angie Rosas, *Senior Human Resources Specialist, Office of Human Resources*

The Academic Personnel Office (APO) will present on academic staff non-renewals for funding, or budget/program decision and the layoff process, including how the decision is made, the review and approval process, notification periods, and key terms and definitions. Additionally, the session will include referral priority services - what they are and who is eligible.

The Art of Networking: It’s About Making Connections  
April McHugh, *Career and Education Counselor, Division of Continuing Studies*

For some, networking is viewed as an unfortunate necessity of their job. The term alone can create feelings of anxiety and uncertainty. Instead, we will look at this practice from another angle. Come and hear the basics of networking from this alternative perspective, including some how to's that you will have the opportunity to put into practice throughout the day today and infuse throughout your career.
The University of Wisconsin Arts Institute:  
Serving the Arts, Campus, and Madison Community  
Staci Francis, Associate Director of Administration, Arts Institute  
Norma Saldivar, Executive Director, Arts Institute  

Norma Saldivar, Executive Director, and Staci Francis, Associate Director of Administration of the UW-Madison Arts Institute provide an inside view to the Arts Institute, its history, its programs and future initiatives.

Legislative Update (repeated in Session III)  
Landmark (3rd Floor)  
Kathi Kilgore, Academic Staff Professionals Representation Organization (ASPRO) Lobbyist

Hear a legislative update from ASPRO's Lobbyist on how the State Budget could impact you. Learn about the advocacy arm of the Academic Staff and how you can work with ASPRO to advance academic staff issues with legislators, the Governor and the UW Administration.

Academic Staff Layoff & Nonrenewal Process and Referral Priority Services (repeated in Session I)  
Industry (3rd Floor)  
Anna Golackson, Human Resources Assistant, Office of Human Resources  
Angie Rosas, Senior Human Resources Specialist, Office of Human Resources

The Academic Personnel Office (APO) will present on academic staff non-renewals for funding, or budget/program decision and the layoff process, including how the decision is made, the review and approval process, notification periods, and key terms and definitions. Additionally, the session will include referral priority services - what they are and who is eligible.

Are You Leveraging the Power of Your Online Presence?  
Agriculture (3rd Floor)  
April McHugh, Career and Education Counselor, Division of Continuing Studies

This session will explore the importance of your professional presence in online settings, especially LinkedIn. From connecting with colleagues and partners to general professional/career information, LinkedIn can truly be a powerful tool for all aspects of our careers. Hear about how to reach out to others, what you can do with those connections, the importance of joining groups and more.
Academic Staff Institute
Celebrating 30 Years of Academic Staff Governance

1:30-2:30 SESSION III

Retirement Happiness: It Takes More than Money  
Northwoods (3rd Floor)
John E. Nelson, Author

New research shows that financial security and good health aren't enough to create happiness in retirement. So whether your retirement is years or decades away, you'll gain key insights from the author of the best-selling, award-winning book, What Color Is Your Parachute? for Retirement.

Legislative Update (repeated in Session II)  
Landmark (3rd Floor)
Kathi Kilgore, Academic Staff Professionals Representation Organization (ASPRO) Lobbyist

Hear a legislative update from ASPRO's Lobbyist on how the State Budget could impact you. Learn about the advocacy arm of the Academic Staff and how you can work with ASPRO to advance academic staff issues with legislators, the Governor and the UW Administration.

Thinking of an Appeal? Now What!  
Industry (3rd Floor)
Barbara Gerloff, Chair Academic Staff Appeals Committee
Paige Reed, UW System Legal Counsel

Many members of the academic staff have a limited understanding of their grievance and appeal rights on this campus. Suddenly, you may find yourself considering this route. Or, you may discover that someone you supervise has filed an appeal or grievance related to your supervisory actions.

This session will help you be proactive in understanding the components of the appeals and grievance process at UW-Madison, with particular reference to layoff, non-retention, and nonrenewal decisions. Topics may include the following: situations that can generate a grievance or appeal, how to avoid these situations, stages of the actual process, the role of the appeals committee, how decisions are made, and resources for more information. Please note: this session is not designed to help individuals decide whether or not to file an appeal or grievance, but to educate academic staff about the process.

What Everyone Should Know About HR Design  
Agriculture (3rd Floor)
Bob Lavigna, Director, Office of Human Resources

Bob Lavigna, Director of the Office of Human Resources, will provide an update on HR Design, the new HR system that will be implemented beginning on July 1, 2015, followed by an overview of the main components of HR Design. This overview will include information on what will be implemented by July 1, 2015, and what elements will be implemented after July 1, 2015.
ACADEMIC STAFF INSTITUTE

Celebrating 30 Years of Academic Staff Governance

SPECIAL THANKS

Organizing Committee

Suzanne Broadberry
Sharon Colby
Aaron Crandall
Heather Daniels
Heather Mc Fadden

Mallory Musolf
Kevin Niemi
Noel Radomski
Amy Rettammel
Jake Smith

Conference Assistance

Heather Daniels
Morgan Magnussen
Troy Reeves
Jodi Roberts

Jake Smith
Kathleen Smith
Tammy Starr

Speakers

Darrell Bazzell
Joe Corry
Joann Elder
Staci Francis
David Gagnon
Barb Gerloff
Anna Golackson
Kathi Kilgore
Bob Lavigna

April McHugh
John E. Nelson
Paige Reed
Troy Reeves
Angie Rosas
Norma Saldivar
Jake Smith
Bill Steffenhagen