



**ACADEMIC STAFF INSTITUTE**  
**TUESDAY, FEBRUARY 25, 2020**  
**8:30AM – 1:30PM**  
**VARSITY HALL, UNION SOUTH**

**7:45 – 8:30 Registration and Breakfast**

**8:30 – 8:45 Welcome**

*Tim Dalby, Chair, Academic Staff Executive Committee (ASEC)*  
*Emily Reynolds, President, Madison Academic Staff Network (MASN)*  
*Jenny Dahlberg, Board Member, Academic Staff Professionals Representation Organization (ASPRO)*

**8:45 – 9:20 Keynote Address: “The Importance of the Wisconsin Idea for Traumatized Black, Brown and Low-Income White Children”**

*The Honorable Reverend Everett Mitchell, Dane County Circuit Court Judge*

**9:30 – 10:25 Breakout Session 1**

**Location**

**Navigating Performance Reviews: For Supervisors**

*Christopher East, Organizational Career Development Specialist,  
Office of Learning and Talent Development*  
*Elizabeth Schrimpf, Employee Career Counselor,  
Division of Continuing Studies*

**Industry, 3<sup>rd</sup> Floor**

**Pay Tools, Progression and Promotion in the New Titling System**

*Diane Blaskowski, Director of Employee Services,  
Office of Human Resources*

**Northwoods, 3<sup>rd</sup> Floor**

**A Wisconsin Film Festival Primer**

*Ben Reiser, Outreach and Community Engagement Manager,  
Wisconsin Film Festival*

**Landmark, 3<sup>rd</sup> Floor**

**Your Mid- and Late-Career Benefits:  
Do You Know What You Should Know?**

*Thomasin Propson, Benefits Specialist, Office of Human Resources*

**Agriculture, 3<sup>rd</sup> Floor**

10:35 – 11:30 Breakout Session 2	Location
<p><b>Creating Inclusive Workplaces: Identifying and Interrupting Hostile and Intimidating Behavior</b>  <i>Michael Bernard-Donals, Vice Provost for Faculty and Staff</i>  <i>Tamie Klumpyan, Program Manager, Building Inclusion@UW</i></p>	<p><b>Industry, 3<sup>rd</sup> Floor</b></p>
<p><b>Pay Tools, Progression and Promotion in the New Titling System (Repeat of Session 1)</b>  <i>Diane Blaskowski, Director of Employee Services, Office of Human Resources</i></p>	<p><b>Northwoods, 3<sup>rd</sup> Floor</b></p>
<p><b>Reckoning with Our History: The UW-Madison Public History Project</b>  <i>Kacie Lucchini Butcher, Public History Project Director</i></p>	<p><b>Landmark, 3<sup>rd</sup> Floor</b></p>
<p><b>UW-Madison State Relations: An Overview of the 2019-20 Legislative Session</b>  <i>Crystal Potts, Director of State Relations</i>  <i>Ben Van Pelt, Assistant Director of State Relations</i></p>	<p><b>Agriculture, 3<sup>rd</sup> Floor</b></p>
<p><b>Short Sessions (Each short session presented three times, starting at 10:35, 10:55, and 11:15)</b></p>	
<p><b>Academic Staff Mentoring Program An Introduction and Overview</b>  <i>Chris Logterman, Undergraduate Advisor, English Department, Co-Chair of Academic Staff Mentoring Committee</i>  <i>Jake Smith, Interim Secretary of the Academic Staff, Mentoring Program Participant</i></p>	<p><b>Governance, 2<sup>nd</sup> Floor</b></p>
<p><b>LASA: Latinx Academic Staff Association</b>  <i>MollyJo Bautch, College Advisor, PEOPLE Program</i>  <i>Arturo "Tito" Diaz, Program Coordinator, Multicultural Student Center</i>  <i>Joselyn Diaz-Valdez, Senior Financial Aid Advisor, Office of Student Financial Aid</i>  <i>Rachelle Eilers, Senior Advisor, Chican@ and Latin@ Studies Program</i>  <i>Mary Eldridge, Victim Advocate and Survivor Services Coordinator, University Health Services</i></p>	<p><b>Alumni, 2<sup>nd</sup> Floor</b></p>
<p><b>Recreation and Well-being</b>  <i>Mackenzie Lucius, Coordinator of Member Services, RecWell</i></p>	<p><b>Scholars, 2<sup>nd</sup> Floor</b></p>

**11:40 – 12:35 Breakout Session 3****Location****Can I Do This? The Role of Self-Efficacy in Mentoring***Amber R. Smith, Associate Director, WISCIENCE***Industry, 3<sup>rd</sup> Floor****Enhancing Employee Engagement, Innovation and Performance by Leading Inclusively***Binnu Palta Hill, Assistant Dean for Diversity and Inclusion, Wisconsin School of Business***Northwoods, 3<sup>rd</sup> Floor****Insights from the 2019 Academic Staff Worklife Survey***Heather Daniels, Secretary of the Faculty  
Russell Dimond, Associate Director, Social Science Computing Cooperative***Agriculture, 3<sup>rd</sup> Floor****Organic Agriculture in Wisconsin: Growing Food and Rural Economies***Erin Silva, Associate Professor, Department of Plant Pathology***Landmark, 3<sup>rd</sup> Floor****Short Sessions (Each short session presented three times, starting at 11:40, 12:00, and 12:20)****Employee Assistance Services:****Making Life Work...Better***Susan Fuszard, Consultant, Employee Assistance Office***Governance, 2<sup>nd</sup> Floor****The Ombuds Office: A Campus Resource for You***Mike Ashmore, Ombuds  
Ann Hoyt, Ombuds***Alumni, 2<sup>nd</sup> Floor****TTC Job Title Appeals***Meghan Owens, Director of Compensation, Office of Human Resources***Scholars, 2<sup>nd</sup> Floor****12:35****Lunch\*\*****Varsity Hall**

\*\*For those who are interested, there will also be members of the TTC Team who will have a couple of tables set up in Varsity for any questions that you might have about the Title and Total Compensation Project that were not answered at the breakout sessions.

# BREAKOUT SESSION 1

## 9:30 – 10:25

### **Navigating Performance Reviews: For Supervisors**

**Industry, 3<sup>rd</sup> Floor**

*Christopher East, Organizational Career Specialist,  
Office of Learning and Talent Development  
Elizabeth Schrimpf, Career Counselor, Division of Continuing Studies*

Performance reviews are often as difficult for supervisors as they are for employees. In this session, Elizabeth Schrimpf and Christopher East—staff who work specifically on improved employee development—will help untangle some of the common issues supervisors face when performing reviews and give practical tools and techniques to more effectively coach your employees through this process. Supervisors will have a chance to share some of their best practices and learn new skills that can help make this process smoother for everyone.

### **Pay Tools, Progression and Promotion in the New Titling System**

**Northwoods, 3<sup>rd</sup> Floor**

*Diane Blaskowski, Director of Employee Services, Office of Human Resources*

As a result of the Title and Total Compensation Project, there will be some changes to the pay tools that are available to employees. Attendees will learn about these changes, as well as the difference between progression and promotion—and what each means for you—in the new titling system. Attendees should bring their questions on these topics.

### **A Wisconsin Film Festival Primer**

**Landmark, 3<sup>rd</sup> Floor**

*Ben Reiser, Outreach and Community Engagement Manager,  
Wisconsin Film Festival*

Join Ben Reiser to learn about the history of the Wisconsin Film Festival. The Festival is currently in its 22<sup>nd</sup> year. This year's Festival will take place on and off campus from April 2-9, 2020. In addition to learning about the Festival's history, you can also be the first to see some exclusive trailers from this year's Festival selections!

### **Your Mid- and Late-Career Benefits: Do You Know What You Should Know?**

**Agriculture, 3<sup>rd</sup> Floor**

*Thomasin Propson, Benefits Specialist, Office of Human Resources*

As Wisconsin Retirement System (WRS) employees at the UW-Madison, we have a benefits package that includes insurance, a pension plan, and leave time. Are you confident you're using your benefits strategically, and the plans in which you participate now are preparing you for a strong retirement? In this session, we will discuss some of your benefit options and how understanding them now can mean a more successful retirement. We will discuss:

- How the State Group Health insurance and Health Savings Account (HSA) may help employees prepare now for their future health needs
- Sick leave: using it as an employee when ill vs saving what you can for its value in retirement
- Your WRS statements and estimating your future pension
- Compare and contrast the supplemental retirement plan options: UW's 403b, State's 457b, and WRS's Additional Contributions

## **BREAKOUT SESSION 2**

### **10:35 – 11:30**

#### **Creating Inclusive Workplaces: Identifying and Interrupting Hostile and Intimidating Behavior**

**Industry, 3<sup>rd</sup> Floor**

*Michael Bernard-Donals, Vice Provost for Faculty and Staff*  
*Tamie Klumpyan, Program Manager, Building Inclusion@UW*

Have you ever witnessed something that left you uneasy or concerned for another person at work, but you didn't know how to step in and improve the situation? UW-Madison is committed to preventing Hostile and Intimidating Behavior (HIB) and fostering inclusive workplaces for all employees. This interactive session will introduce you to what Hostile and Intimidating Behavior (HIB) looks like, campus policies and processes to address it, and options you can use to interrupt concerning behavior with care and confidence.

#### **Pay Tools, Progression and Promotion in the New Titling System (Repeat of Session 1)**

**Northwoods, 3<sup>rd</sup> Floor**

*Diane Blaskowski, Director of Employee Services, Office of Human Resources*

As a result of the Title and Total Compensation Project, there will be some changes to the pay tools that are available to employees. Attendees will learn about these changes, as well as the difference between progression and promotion—and what each means for you—in the new titling system. Attendees should bring their questions on these topics.

#### **Reckoning with Our History: The UW-Madison Public History Project**

**Landmark, 3<sup>rd</sup> Floor**

*Kacie Lucchini Butcher, Public History Project Director*

The Public History Project is a multi-year project that aims to research, compile, and present the histories of racism and discrimination at UW-Madison. By reckoning with our past, we believe we can create a more equitable campus community. This session will provide more information about the origins of the project, the work currently being done, and the final outcomes of the project.

#### **UW-Madison State Relations: An Overview of the 2019-20 Legislative Session**

**Agriculture, 3<sup>rd</sup> Floor**

*Crystal Potts, Director of State Relations*  
*Ben Van Pelt, Assistant Director of State Relations*

This session will provide an overview on the Office of State Relations and the role of government relations at UW-Madison. The session will also include a look at a number of key pieces of legislation that have been proposed in the 2019-20 legislative session.

# **BREAKOUT SESSION 2, CONTINUED**

## **10:35 – 11:30**

### **Short Sessions**

**These are 15-minute short sessions including Q&A. Participants are able to attend 3 presentations per breakout session. Each presentation will be given 3 times from 10:35 – 11:30, starting at 10:35, 10:55, and 11:15, with 5 minutes between each session for attendees to switch rooms. The rooms for these sessions are all conveniently located in the same hallway on the 2<sup>nd</sup> floor.**

#### **Academic Staff Mentoring Program: An Introduction and Overview**

**Governance, 2<sup>nd</sup> Floor**

*Chris Logterman, Undergraduate Advisor, English Department,  
Co-Chair of Academic Staff Mentoring Committee  
Jake Smith, Interim Secretary of the Academic Staff,  
Mentoring Program Participant*

This session will provide an overview of the Academic Staff Mentoring Program, goals, and how mentor/mentee matches are made. We will also share the lessons we have learned as participants, both as mentors and mentees, and how mentoring really serves all participants in the best ways possible.

#### **LASA: Latinx Academic Staff Association**

**Alumni, 2<sup>nd</sup> Floor**

*MollyJo Bautch, College Advisor, PEOPLE Program  
Arturo "Tito" Diaz, Program Coordinator, Multicultural Student Center  
Joselyn Diaz-Valdes, Senior Financial Aid Advisor,  
Office of Student Financial Aid  
Rachelle Eilers, Senior Advisor, Chican@ and Latin@ Studies Program  
Mary Eldridge, Victim Advocate and Survivor Services Coordinator,  
University Health Services*

LASA is a newly formed organization that started in August of 2019 to create a supportive community that nurtures Latinx as a visible and viable part of the UW environment. LASA members will talk about how LASA advocates for the needs and concerns of the UW Latinx community and collaborates with other cultural and ethnic groups to promote our common missions. LASA also celebrates the diversity and richness of the Latinx community to highlight the multiplicity of cultural identities among our people.

#### **Recreation and Well-being**

**Scholars, 2<sup>nd</sup> Floor**

*Mackenzie Lucius, Coordinator of Member Services, RecWell*

Our mission is to move Badgers to play hard, get fit, and live well. During the presentation, you will learn about RecWell facilities and program offerings, including: open recreation opportunities, group fitness classes, personal training, small group training, classes and lessons, intramural sports, and memberships. Wherever you are on your well-being journey, we celebrate your purpose and hope you'll pursue it with us.

# BREAKOUT SESSION 3

## 11:40 – 12:35

### **Can I Do This? The Role of Self-Efficacy in Mentoring**

**Industry, 3<sup>rd</sup> Floor**

*Amber R. Smith, Associate Director, WISCIENCE*

Self-efficacy is the belief in one's ability to do a specific task, which greatly impacts behavior and performance. Mentors can play an important role in helping to develop mentee self-efficacy and promote independence. During this session, participants will learn about the four factors that influence self-efficacy and practice strategies for building mentees' self-efficacy.

### **Enhancing Employee Engagement, Innovation, and Performance by Leading Inclusively**

**Northwoods, 3<sup>rd</sup> Floor**

*Binnu Palta Hill, Assistant Dean for Diversity and Inclusion, Wisconsin School of Business*

This session will focus on the core characteristics of inclusive leaders and strategies to develop related skills. We will also examine research showing the impact of inclusive leadership on employees and organizations.

### **Insights from the 2019 Academic Staff Worklife Survey**

**Agriculture, 3<sup>rd</sup> Floor**

*Heather Daniels, Secretary of the Faculty*  
*Russell Dimond, Associate Director, Social Science Computing Cooperative*

The 2019 Academic Staff Worklife Survey asked academic staff members about their experience working at UW-Madison: climate, compensation, the programs that helped them and the things kept them from getting their work done; what makes them excited to be here and what makes them think about leaving. In this presentation we'll talk about what we learned from this survey and how the results have changed since 2016.

### **Organic Agriculture in Wisconsin: Growing Food and Rural Economies**

**Landmark, 3<sup>rd</sup> Floor**

*Erin Silva, Associate Professor, Department of Plant Pathology*

Wisconsin is a leader in organic agriculture, with the second highest number of organic farms of any state in the nation. But how do farmers produce this food, and what does it mean for eaters and rural communities? This session will talk about what the organic label means to farmers and consumers, and the work UW-Madison is undertaking to support this sector of our agricultural economy.

# **BREAKOUT SESSION 3, CONTINUED**

## **11:40 – 12:35**

### **Short Sessions**

These are 15-minute short sessions including Q&A. Participants are able to attend 3 presentations per breakout session. Each presentation will be given 3 times from 11:40 – 12:35, starting at 11:40, 12:00, and 12:20, with 5 minutes between each session for attendees to switch rooms. The rooms for these sessions are all conveniently located in the same hallway on the 2<sup>nd</sup> floor.

**Employee Assistance Services: Making Life Work...Better**  
*Susan Fuszard, Consultant, Employee Assistance Services*

**Governance, 2<sup>nd</sup> Floor**

Issues at home can impact our work lives, and stress from our jobs can affect our relationships at home. UW-Madison employees use employee assistance services for a variety of reasons: for brief counseling, legal or financial resources, travel planning, child or elder care providers, and much more. Learn about these free, confidential services and how you and your dependent family members might benefit.

**The Ombuds Office: A Campus Resource for You**  
*Mike Ashmore, Ombuds*  
*Ann Hoyt, Ombuds*

**Alumni, 2<sup>nd</sup> Floor**

What is an Ombuds? What does the Ombuds Office do? Who can use Ombuds services? Learn the answers to all of these questions in a short session about how the Ombuds Office can help employees with a variety of workplace concerns.

**TTC Job Title Appeals**  
*Meghan Owens, Director of Compensation, Office of Human Resources*

**Scholars, 2<sup>nd</sup> Floor**

As a result of the Title and Total Compensation Project, employees may be getting new titles. For those who are unsatisfied with their titles, there will be an appeals process. Attendees will receive a brief overview about how this process will work and who will be involved at each step of the process.



# SPECIAL THANKS

## Organizing Committee

Aaron Crandall	Brady Minter
Tim Dalby	Mallory Musolf
Heather Daniels	Kevin Niemi
Amy Fruchtman	Leslie Petty
Danielle Hairston-Green	Deb Shapiro
Heather Mc Fadden	Jake Smith

Amy Zwaska

## Conference Assistance

Heather Daniels	Godwill Oke
Kelsie Fye	Jake Smith
Lisa Genson	Tammy Starr

## Speakers

Mike Ashmore	Ann Hoyt
MollyJo Bautch	Tamie Klympyan
Michael-Bernard Donals	Chris Logterman
Diane Blaskowski	Mackenzie Lucius
Kacie Lucchini Butcher	Everett Mitchell
Heather Daniels	Meghan Owens
Arturo "Tito" Diaz	Crystal Potts
Joselyn Diaz-Valdes	Thomasin Propson
Russell Dimond	Ben Reiser
Christopher East	Elizabeth Schrimpf
Rachelle Eilers	Erin Silva
Mary Eldridge	Amber R. Smith
Susan Fuszard	Jake Smith
Binnu Palta Hill	Ben Van Pelt

## Sponsors

Academic Staff Governance  
Academic Staff Professionals Representation Organization (ASPRO)  
Madison Academic Staff Network (MASN)  
Office of Learning and Talent Development  
Office of the Secretary of the Academic Staff

# NOTES

# NOTES

# NOTES