2001-2002 Assembly

Deborah Bowen Absent Janet Ley Present
Michael Cohen, Vice Present Gado Ongwela Absent
Nancy Farmer Present Mark Stone Present
Michael Flanagan Present Phyllis Batra Present
Therese Kennedy, Chair Present Wendy DeMore Present
Yvette Kell Present Terre Golembiewski Present
Susan Kidd Absent*

*Notified Chair of absence

Jennifer Brown was present as secretary.

1. Minutes were unanimously approved from February 6, 2002 by a Stone/Ley motion.
2. WSG had no report.
3. HPRC has written the Retirement Resolution for Dave Vander Muelen. As soon as the department passes the resolution it will be forwarded to the Assembly.
4. Brown has sent a letter to the Chair of Curriculum & Instruction requesting someone in the department write a Retirement Resolution for Ms. Barbara Mischio.
5. The Academic Staff Promotions Committee had six (6) individuals submit applications for promotion. The Assembly voted unanimously to accept the recommendations of the committee on a Cohen/Golembiewski motion.
6. Jim Sisak wishes to resign from the Strategic Planning Committee. Kennedy accepted his resignation. Mark Stone indicated he would be interested in being on this committee. He was appointed by unanimous vote on a Kennedy/Ley motion.
7. Kennedy received three (3) e-mails indicating interest in serving on either the University Center Board or Textbook Rental committees. Thomas Drucker was appointed unanimously to the Textbook Rental Committee by a Kennedy/Kell motion. Kennedy will contact the other individuals to see which would be interested in the University Center Board. She will bring the information to the next Assembly meeting.
8. Academic Staff Committee
   a. Academic Staff Awards Committee/Kell-Kell will take the applications for the committee to review.
   b. Academic Staff Economic Issues Committee/Farmer-No report
   c. Academic Staff Elections/Balloting/Ley-A copy of the Notice of Election was given to the Assembly to review. The form was unanimously approved by a Golembiewski/Flanagan motion. Brown will have them printed and they will be sent out on February 28th.
   d. Academic Staff Government/Cohen-No report
   e. Academic Staff Job Security/Kennedy-The committee did meet and they plan on meeting again within the next two weeks. They are waiting to see what is going to happen with the budget.
   f. Academic Staff Organization/Cohen-No report
   g. Academic Staff Professional Development/Stone-No report
   h. Academic Staff Instructional Promotions/Bowen-No report
   i. Academic Staff Review/Kidd-No report
   j. Academic Staff Title Appeals/Stone-No report
   k. Academic Staff Titling Committee/Ley-Information Process Consultant for Department of Arts &
Communication will have three (3) different salary ranges.

1. Academic Staff Rewards and Recognition Committee/Flanagan-Letters had been sent to the individuals who received the rewards and they have each opted for a one-time payment. An article has been sent to the Reporter, which will appear in the March 1st issue. The next round of nominations is due April 1st. Mike requested that each individual on the Assembly nominate at least one individual.

9. Kennedy handed out a copy of Assembly Goals for 2002. Some corrections and additions were made to the list. Any other additions maybe e-mailed to Kennedy. She will then retype and e-mail the Goals to the Assembly members. The Goals will be voted on at the next meeting.

10. A motion to recognize the Provost was approved unanimously by a Cohen/Bowen motion.

11. No additional agenda items

12. Future agenda items:
   a. Resolution for the Provost
   b. Vote on the Assembly Goals for 2002
   c. Kennedy will bring back the name of the individual who would like to be on the UC Board. Meeting was adjourned at 12:50 p.m. unanimously by a Kell/Ley motion.

Respectfully submitted by Jennifer Brown