2001-2002 Assembly

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

Jennifer Brown was present as secretary.

1. The meeting started with the introduction of both current Assembly members and the newly elected members for the 2002-2003 Assembly who were present at the meeting.
2. Minutes were unanimously approved from April 17, 2002 by a Flanagan/Kidd motion.
3. Maureen Winkler joined the assembly meeting today to present a year-end report for the Sexual Abuse Prevention Committee. A handout was given to all assembly members outlining the activities that the committee had accomplished this year and what they still intend to pursue in the future. The three (3) issues still being worked on are:
   a. The men's group they had hoped to begin still needs someone who would be interested in getting the program off the ground. Once it is up and going Mitch Nettesheim said he would be willing to help keep it going.
   b. Coffee House/24 hour restaurant: This is something they would like to see happen in the community and realize there are issues holding it back. For now they hope the 3 am closing time of Prairie Street Cafe will help.
   c. Residence Life declined to be responsible for the upkeep of the SART web site, however, UHCS has agreed to help and will find a student to keep it updated over the summer. Maureen also indicated that the committee would like to have a Violence Survey for all incoming freshman to fill out to see if these programs are effective but are running into problems with IRB.
4. Mary Beth Mackin, Assistant Dean of Students, presented the assembly with a draft of the policies for free speech on campus. She asked that any feedback be forwarded.
5. The retirement resolution for Dave Vander Meulen was accepted, with corrections, by a unanimous vote on a Ley/Ongwela motion.
6. Membership to the Academic Staff Assembly and any ASA committees goes through June 30, 2002. Should there be a need to hold any meetings members are obligated to be there.
7. The Professional Development Grant committee is accepting applications for Phase I. The deadline to apply is May 15, 2002. Applications can be found on-line or in the office of Research and Sponsored Programs, Roseman 2047. Grants will be awarded depending upon fund availability.
8. Academic Staff Committee
   a. Academic Staff Awards Committee/Kell-The Faculty/Academic Staff Recognition Dinner will be held Friday May 10th.
   b. Academic Staff Economic Issues Committee/Farmer-No report
   c. Academic Staff Elections/Balloting/Ley-Sam Pernacciaro has accepted one of the write-in nominations. One position is still open; Janet will contact the two write-in candidates from the non-instructional list to see if either would be interested in serving on the Assembly.
d. Academic Staff Government/Cohen-No report

e. Academic Staff Job Security/Kennedy-The committee met once this year, she recommends reconsideration of the need for this committee in the future.

f. Academic Staff Organization/Cohen-No report

g. Academic Staff Professional Development/Stone-Applications for the Professional Development Grant are being accepted until May 15, 2002. Will be dependent on the availability of funds.

h. Academic Staff Instructional Promotions/Bowen-No report

i. Academic Staff Title Appeals/Stone-No report

j. Academic Staff Titling Committee/Ley-No report

k. Academic Staff Awards and Recognition Committee/Flanagan-There were three (3) applicants this past year. All three opted for a one-time payment totaling $550. Robin Jens did not participate on the committee. Mike Flanagan served as the liaison to the ASA. Two (2) articles appeared in the Reporter announcing the recipients as well as two (2) mass e-mails reminding of the rewards. There is one more quarter remaining to submit nominations for the rewards. No other committees has reports at this time.

Kennedy asked that each committee submit a yearend report to the Governance Center to be placed on file.

9. There have been 45 applicants for the Provost position. If the committee does not come up with a good pool of candidates the search will be put on hold over the summer and resume next semester.

10. Academic Staff Assembly members are reminded that their obligation to the Assembly runs through June 30th. Should there be an emergency meeting, members are obligated to be in attendance.

11. Kennedy handed out certificates from the Assembly to Mark Stone and Wendy DeMore thanking them for their contributions to the Assembly. Both mark the end of their terms on the Assembly. The 2001-2002 Academic Staff Assembly was adjourned by a unanimous vote.

Respectfully submitted by Jennifer Brown

Academic Staff Assembly Approved Minutes
2002-2003 Academic Staff Assembly
May 1, 2002

2002-2003 Assembly

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Phyllis Batra</td>
<td>Absent</td>
<td>Yvette Kell</td>
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<tr>
<td>Deborah Bowen</td>
<td>Present</td>
<td>Susan Kidd</td>
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<td>Michael Cohen</td>
<td>Present</td>
<td>Janet Ley</td>
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<td>Nancy Farmer</td>
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<td>Gado Ongwela</td>
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<td>Michael Flanagan</td>
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<td>Sam Pernacciaro</td>
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<td>Terre Golembiewsk</td>
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<td>Therese Kennedy</td>
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1. Kennedy will work to update the Brochure over the summer to list 2002-2003 assembly members and the assembly goals.

2. Kennedy will meet with the new assembly members on an individual basis to go over the Purple Book and its purpose.

3. Kennedy will meet with the new assembly members on an individual basis to go over the various committees that the assembly works with.

4. Kennedy briefly described the duties of the Chair and Vice chair of the assembly. The Chair is responsible to conduct all the Assembly meetings, sit on committees as assigned by the chancellor, and attend UW-System meetings as a representative to the assembly. The vice chair will fill in for the chair if need be.
5. **Attendance Policy:** Each member is responsible to attend all meetings of the assembly. If unable to attend they need to inform the chair prior to a meeting if possible. If a member has four (4) or more absences this could result in dismissal from the assembly. It was discussed that the chair would give a warning when an individual reaches three (3) absences.

6. The assembly elected Therese Kennedy as Chair unanimously on a Ley/Bowen motion. The assembly also elected Michael Cohen Vice Chair unanimously on a Golembiewski/Bowen motion.

7. The assembly members were reminded that their obligation to the Academic Staff Assembly and Committees begins on July 1, 2002. If there should be a need to call an emergency meeting members are obligated to attend.

8. The assignment of liaisons to the various committees was put on hold until next year.

9. The meeting schedule for 2002-2003 is as follows: Sept. 4, 18; October 2, 16, 30; November 13; December 4; January 22; February 5, 19; April 2, 16, 30; May 7.

10. The Academic Staff Leadership Conference is no longer canceled. Therese is requesting the authorization from the chancellor for six (6) individuals to attend. She is also waiting to here if Parkside will still be host of the conference. She will send an e-mail to assembly members when she has more information.

11. Future Agenda Items:
   a. Updating By-Laws
   b. Purple Book Outreach and training-trying to get it worked into orientation.
   c. Orientation

12. Meeting was unanimously adjourned at 1:20 pm by a Cohen/Golembiewski motion.

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