Academic Staff Assembly Approved Minutes
Academic Staff Assembly
October 10, 2001

2001-2002 Assembly
Deborah Bowen Present Janet Ley Present
Michael Cohen, Vice Present Gado Ongwela Absent
Nancy Farmer Absent* Mark Stone Present
Michael Flanagan Present Phyllis Batra Present
 Therese Kennedy, Chair Present Wendy DeMore Present
Yvette Kell Present Vacant
Susan Kidd Present

*Notified Chair of absence

1. Terre Golembiewski, Biological Science has been appointed to fill the last vacant seat for the Academic Staff Assembly by a majority vote of the Assembly. She will serve a one (1) year term.
2. Minutes were unanimously approved from September 12, 2001 by a Ley/Kell motion and the minutes from September 26, 2201 were unanimously approved by a Kell/Kidd motion.
3. There is still the vacant position on the Status of Women Committee. There is also an opening on the Sexual Assault Prevention Advisory Committee.
4. Kennedy will continue to schedule Purple Book Training Sessions. A training session was scheduled with the Math Department.
5. Committee meetings are starting to be scheduled.
6. Kennedy announced that the pay plan would be 3.2% for this year and 4.2% for next year. This years increases will occur in your December 1 pay check and then there will be another check on Dec. 12 for retro pay. The 4.2% for next year will be split up. 2.1% will be distributed on July 1, 2002 and the other 2.1% will be on January 1, 2003.
7. Walt Ulbrict was appointed unanimously to the James R. Connor University Center Advisory Committee.
8. Academic Staff Committee Reports:
   a. Academic Staff Awards / Kell – No report
   b. Academic Staff Economic Issues / Farmer – No report
   c. Academic Staff Elections/Balloting / Ley – Ley did meet with Lou Zahn and is working on a timeline for this year.
   d. Academic Staff Government / Cohen – No report
   e. Academic Staff Job Security / Kennedy – No report
   f. Academic Staff Organization / Cohen – No report
   g. Academic Staff Professional Development / Stone – No report
   h. Academic Staff Instructional Promotions / Bowen – Bowen updated the due dates on the promotions packet. Bowen also shared that the committee has recommended that notification be sent out to all instructional academic staff through mass email. It was also recommended that all chairs and deans also be included in this notification. It was recommended that the monetary values for each level along with the eligibility rules also be advertised. Hard copies of the promotions packet will be made available once the dates are updated on the packet by the new LTE.
   i. Academic Staff Review / Kidd – No report
   j. Academic Staff Title Appeals / Stone – No report
   k. Academic Staff Titling / Ley – No report
   l. Academic Staff Rewards and Recognition / Flanagan - No report
9. Jennifer Brown has been hired as our new LTE.
10. The last HR Director Candidate interview will be Oct. 12, 2001.
11. Flanagan gave the documents that the Provost asked us to read on to Cohen. Kennedy will get them next.
12. Jill, WSG Representative introduced herself to the Assembly and shared some information on where WSG is
heading this year. There will be a WSG Representative at each of our Assembly meetings to update us on
current happenings with WSG.
13. No future agenda items.

The meeting was adjourned at 1:00 p.m. unanimously by a Stone/Cohen motion.

Respectfully submitted by Therese Kennedy