Present: Phyllis Batra, Deborah Bowen, Michael Cohen (Vice), Michael Flanagan, Terre Golembiewski, Therese Kennedy (Chair), Yvette Kell, Susan Kidd, Janet Ley, Virgil Miller, Sandi Scott-Duex, Mark Stone

Absent: Nancy Farmer*

2003-2004 Assembly

Present: Deborah Bowen, Michael Cohen, George Clokey, Michael Flanagan, Terre Golembiewski, Therese Kennedy, Susan Kidd, Janet Ley, Virgil Miller, Sandi Scott-Duex

Absent: Benny Belvin*, Vic Grassman, Michael Wallace

*Informed Chair of absence

1. The members of the 2003-2004 Academic Staff Assembly were introduced.

2. The minutes from the April 30, 2003 meeting were unanimously approved, with corrections, on a Scott-Duex/Stone motion.

3. No new update on the budget issue facing the university.

4. The ASA brochure was handed out so the new assembly members could look through it. A new brochure will be printed for the 2003-04 year.

5. Overview of Purple Book – changes may be coming to the purple book depending on what decisions are made in regards to the budget and how it will affect academic staff.

6. Overview of the committees: Kennedy went through and gave a brief description of what each committee is responsible for. The description can also be found in the University Handbook.

7. Attendance Policy: Each member is allowed up to four (4) absences, after which time the assembly may vote to remove that member.

8. Comments/Speeches of Candidates: anyone interested in serving as the Chair or Vice-Chair of the assembly was given this opportunity to express their desire. Therese Kennedy and Michael Cohen are interested in remaining on as Chair and Vice-Chair, respectively.

9. Therese Kennedy was elected Chair and Michael Cohen was elected Vice-Chair by unanimous vote to a Kell/Bowen motion.
10. Summer Obligation: The current Assembly’s obligation runs through June 30, 2003 and the 2003-04 Assembly’s obligations begin July 1, 2003. The Assembly should be available if need be over the summer months.

11. Committee Liaisons

   a. Academic Staff Awards Committee-Therese Kennedy  
   b. Academic Staff Economics Committee  
   c. Academic Staff Elections/Balloting-Janet Ley  
   d. Academic Staff Government-Michael Cohen  
   e. Academic Staff Job Security  
   f. Academic Staff Organization-Michael Cohen  
   g. Academic Staff Professional Development-Virgil Miller  
   h. Academic Staff Instructional Promotion-Deborah Bowen  
   i. Academic Staff Review-Susan Kidd  
   j. Academic Staff Titling-Susan Kidd  
   k. Academic Staff Titling Appeals-Sandi Scott-Duex  
   l. Academic Staff Rewards and Recognition-Michael Flanagan


13. The Academic Staff Leadership Conference will be held again this summer. Any interested individual should contact Therese Kennedy. She is looking to send six (6) individuals.

14. Other Agenda Items:

   a. The retirement resolution for Harry Averkamp was approved unanimously, with corrections, on a Cohen/Ley motion.
   b. Rewards & Recognition: The committee received four (4) nominees eligible for the rewards. The committee recommended that all four (4) nominees receive the maximum amount allowed. The Assembly voted unanimously on a Bowen/Miller motion to accept the committee’s recommendations.
   c. The Assembly would like to thank Therese Kennedy and Michael Cohen for all of their hard work in the positions of Chair and Vice-Chair this past academic year.
   d. The assembly was given a copy of Virgil Millers resolution with changes made. No further changes were made and the resolution will be sent to the Chancellors Office. The Assembly would like to thank Virgil for putting the time into writing the resolution.
e. Plan 2008: Kennedy will forward the document to the assembly members and they should read through it and send any comments to her.

15. Future Agenda Items: If anything should come up that needs voting, it will be done electronically until the Assembly meets again as a group in September.

16. Meeting was adjourned at 1:10 p.m.