Academic Staff Assembly Approved Minutes
Academic Staff Assembly
September 18, 2002

Present: Phyllis Batra, Deb Bowen, Michael Cohen (Vice), Nancy Farmer, Terre Golembiewski, Therese Kennedy (Chair), Susan Kidd, Janet Ley, Gado Ongwela, Sandi Scott-Duex

Absent: Michael Flanagan, Yvette Kell*

*Informed Chair of Absence

1. Minutes from the September 4, 2002 meeting were approved unanimously on a Ley/Golembiewski motion.

2. Virgil Miller was appointed to ASA for a term of one (1) year by a unanimous vote on a Bowen/Kidd motion.

3. Kennedy passed out an updated list of Academic Staff Assembly Goals 2002-03. The goals were accepted unanimously by a Cohen/Bowen motion.

4. Purple Book training will be held on Wednesday, September 25, 2002 from 3:30-4:30 p.m. in the South Commons. Kennedy may look into doing another group training session on a Tuesday or Thursday to get those individuals who have classes scheduled on Wednesdays. She will get that information out as it becomes available.

5. Kennedy will contact the individuals who indicated they were interested in the Memorial Committee, but not selected to the committee, and see if they would be interested in being on the University Center Board. She will have the information at the next assembly meeting so it can be voted upon at that time.

6. Work will begin shortly on the Academic Staff Assembly Brochure. The goal is to have the brochure done and out by the first week of October.

7. Kennedy received responses from five (5) individuals who indicated an interest in serving on the Memorial Committee. The individuals are: Martha Stephenson, Rebecca Reichert, Tom Fick, Mark Dorn, and Joy Jang. Tom Fick was appointed by the assembly to serve as representative to the Memorial Committee. Kennedy will ask the others if they would be interested in serving on the University Center Board and bring that information to the next assembly meeting.

8. The search is open once again for the Provost position. The committee will begin reviewing applications October 22nd.

9. Academic Staff Committee
   a. Academic Staff Awards Committee/Kell-No report
   b. Academic Staff Economic Issues Committee/Kennedy-No report
   c. Academic Staff Elections/Balloting/Ley-Contacted members, has not heard back from them yet.
   d. Academic Staff Government/Cohen-There is a non-instructional position vacant on the committee.
   e. Academic Staff Job Security/Farmer-No report
   f. Academic Staff Organization/Cohen-No report
   g. Academic Staff Professional Development/Scott-Duex-No report
   h. Academic Staff Instructional Promotions/Bowen-No report
   i. Academic Staff Review/Kennedy-No report
   j. Academic Staff Title Appeals/Scott-Duex- Meeting is set for next week
   k. Academic Staff Titling Committee/Kidd-Two (2) actions were taken: Student Service Program Manager II-Level 05 and Artist-Level 04.
   l. Academic Staff Rewards and Recognition Committee/Flanagan-No report

10. Mike Cohen will have an update on the Leadership Conference at the next assembly meeting.

11. The Board of Regents October 10-11 meeting will be held on campus. The agenda can be found on-line.
12. No additional agenda items

13. Discussion will continue with regards to Academic Staff Assembly members acting as constituents.

Meeting was adjourned at 12:55 p.m. by unanimous vote of a Cohen/Ley motion.