Academic Staff Assembly
Academic Staff Assembly Approved Minutes
December 15, 2004

2004-2005 Assembly

Present: Deborah Bowen, George Clokey, Michael Cohen (Vice), Nancy Farmer, Michael Flanagan, Kathy Gibbs, Therese Kennedy (Chair), Paula Mohan, Richard Schraufnagel, Sandi Scott-Duex, Michael Wallace, Kristine Yesbeck

Absent: Amy Coon *

* Informed Chair of absence

1. Minutes from December 1, 2004 were approved unanimously on a Flanagan/Duex motion.

2. WSG Update – No Report

3. Chancellor’s Departure – Requested that 4 academic staff represent Search & Screen Committee for new Chancellor. Those interested should forward background information to Kennedy as soon as possible. The Search & Screen Committee is requesting information by 12/23/04.

4. Academic Staff Development Grant/Salary Support – Duex discussed and is looking for feedback to revise the guidelines. Criteria is to remain the same; benefit University, benefit Department, benefit Person. The Committee will work on proposal and bring to the ASA for final approval.

5. Pay Plan Recommendation-Kennedy will discuss with Randy Marnocha on correct verbiage and make the necessary changes. Pay Plan was approved with changes on a Duex/Bowen motion.

6. Academic Staff Committee and Liaisons
   a. Academic Staff Awards Committee/Kennedy-Will meet in Spring.
   b. Academic Staff Economics Issues Committee/Kennedy-See #5.
   c. Academic Staff Elections/Balloting Committee/Gibbs-On Schedule
   d. Academic Staff Government Relations Committee/Cohen-No Report
   e. Academic Staff Organization Committee/Cohen-No Report
   f. Academic Staff Professional Development Committee/Yesbeck-No Report
   g. Academic Staff Promotions Committee/Mohan-See above
   h. Academic Staff Review Committee/Cohen-No Report
   i. Academic Staff Rewards and Recognition Committee/Flanagan-The committee recommended awarding the following individuals for December – Lorna Wong, Nelia Olivencia, Leslie LaMuro, Freda Briscoe, Martha Stephenson, Paul Jones, Jamie Leurquin, Tessa Perchinsky and Sandra Hall. Approved unanimously on a Gibbs/Mohan motion. A copy of the awardletter will be sent to the nominator and supervisor.
   j. Academic Staff Title Appeals Committee/Duex-No Report
   k. Academic Staff Titling Committee/-Kennedy-No Report

7. Update on Survey on Workloads – Wallace presented feedback from the survey and also discussed the
Chancellors Open Forum and how the survey was addressed there. An updated survey was distributed. Schraufnagel asked that the ASA review and bring back to next meeting with any feedback.

8. Other Items - The ASA brochure was reviewed. Changes to the verbiage on the “Purpose” section will be made. Kennedy will make final approval so the brochures can be printed.

Meeting was adjourned at 1:15 p.m.