Academic Staff Assembly
Academic Staff Assembly Approved Minutes
September 7, 2005

2005-2006 Assembly

Present: Deborah Bowen, Michael Cohen (Chair), Nancy Farmer, Michael Flanagan, Paula Mohan, Richard Schraufnagel, Sandi Scott-Duex (Vice-Chair), Debbie Thompson, Kristine Yesbeck

Absent: George Clokey*, Denise Ehlen*

* Notified Chair of Absence

1. Introduction of Academic Staff Assembly.
2. Minutes from May 4, 2005 04/05 were approved unanimously on a Flanagan/Mohan motion.
3. Minutes from May 4, 2005 05/06 were approved unanimously on a Duex/Schraufnagel motion.
4. Appointments to Academic Staff Assembly—Cohen will contact those listed on the ballot with votes. He also wanted the Assembly to think about whether we need a 13th person. Sandi noted that the 13th person is important if there is a tie when voting. Others on the Assembly agreed. Cohen will send out an email looking for two (2) non-instructional staff interested in serving on the Assembly and will discuss at the next meeting. In the interim, if anyone knows of someone who may be interested, they should contact Cohen.
5. Academic Staff Personnel Policy on Website—Please review and bring any questions or concerns to the next meeting.
6. Goals for 2005-06. The goals for 2004-05 were handed out. Please review and let Cohen or Pam Albert know if you want to make any changes before the next meeting. We will discuss at the next meeting.
7. Instructional Academic Staff Promotions, timelines. Once the committee meets and sets the timeline, dates for 2005-06, we will send out a mass email informing instructional staff.
8. Membership to Academic Staff Committees—Cohen distributed the current Committee Assignments. Duex will assume the liaison position of the Organization Committee. The committee assignments were approved unanimously, with amendments on a Flanagan/Yesbeck motion.
9. Academic Staff Brochure—50 copies of the 2005-2006 brochure were printed this summer in time for orientation. The conference room will be changed from UC206 to UC65 and once membership is filled, the brochure will be reprinted and distributed.
10. Academic Staff Committee and Liaisons
   a. Academic Staff Awards Committee/Yesbeck—requested a timeline from secretary.
   b. Academic Staff Economics Issues Committee/Cohen
   c. Academic Staff Elections/Balloting Committee/Bowen.
   d. Academic Staff Government Relations Committee/Cohen
   e. Academic Staff Organization Committee/Duex
   f. Academic Staff Professional Development Committee/Ehlen
   g. Academic Staff Promotions Committee/Farmer
   h. Academic Staff Review Committee/Cohen
   i. Academic Staff Title Appeals Committee/Duex—Met over the summer.
   j. Academic Staff Titling Committee/Cohen
   k. Academic Staff Rewards and Recognition Committee/Flanagan—Flanagan asked if there was money available to continue with this program. Cohen will look into it.
11. Academic Staff Leadership Conference—Farmer, Schraufnagel, and Cohen attended and gave update. They felt it was a good experience to learn what is going on at other campuses. Farmer noted she would like our campus to get more involved with ASPRO. Schraufnagel did a presentation on the Survey. Campuses agreed they had same problems, but no one wants to do the work for their campus.
12. Meeting Dates—Future meeting dates are listed on the web and brochure.
13. Announcements
   a. Howard Ross invited Schraufnagel to present the Survey at the Administrative Council meeting. He is on the agenda to present at 3:30-4:00 if anyone is interested in attending.
b. The IAC made changes to the structure of the committee. Jan Bilgen and Curt Weber will represent academic staff.

c. Pat Freer of the UC Board has an opening for one (1) academic staff representative. Schraunfagel is interested and was appointed by the Chair.

d. If anyone is interested on serving on SAPA, please let Paula Mohan know. The committee meets Fridays 10:00-11:00 and it conflicts with her current schedule.

14. Future Agenda Items – None

Meeting was adjourned at 1:20 p.m. on a Duex/Bowen motion.