Academic Staff Assembly  
Wednesday, September 1, 1999  
UC 206 12:00 p.m.

1999-2000 Assembly  
Deborah Bowen       Present  
Karen Buckley       Absent  
Lawrence Clem       Present  
Michael Cohen       Present  
Therese Kennedy     Present  
Kim Macur           Absent*  
Pat Miller          Absent*  
Gado Ongwela        Absent  
Kimberly Patten     Present  
Kathy Schmidt       Absent (short term leave of absence)  
Julia Yeater        Absent  
Lou Zahn            Present  
* notified chair  

Mike Flanagan was present.  
Patty Leonard was present as secretary.

1. Our new LTE - Patty Leonard was introduced as the new secretary for the Governance Center.

2. Approval of Minutes from May 5, 1999 - Quorum wasn't met so minutes weren't approved. Noted that a date correction needed to be made on page 3, item 6b. "October 10th" should read "October 13th".

3. New Members to Assembly - All present members were returning members.

4. Assembly Vacancies - Vacancies need to be filled. Possibility of a special election for vacancies within two weeks. An updated list of members and their terms will be available to members and the web page.

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<th>Name</th>
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<tr>
<td>Deborah Bowen</td>
<td>2001</td>
<td>Pat Miller</td>
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<td>Karen Buckley</td>
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<td>Lawrence Clem</td>
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<td>Mike Flanagan</td>
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<td>Juliá Yeater</td>
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<td>Lou Zahn</td>
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5. Academic Staff Committees  
A. Liaisons - Liaison assignments will be completed at the next meeting.  
B. Vacancies - Vacancies will be advertised for the committees.

6. Academic Staff Assembly Goals 1999-2000 - Therese distributed goals. Suggestions were made to address job benefits and job security issues.

7. Appointment to Campus Safety Committee - Issue will be addressed at the next meeting.

8. Brochure Update - Governance hours and phone numbers will be added as well as the new secretary's name.

9. Rewards and Recognition - The committee needs a proposal to present to the Assembly. A meeting will be held within the next two weeks.

10. Governance Center Hours/Phone - The Governance Center will be staffed:

   Monday through Friday from 9:00 a.m. to 2:00 p.m.  
   On Wednesdays of Assembly meetings, the hours will be 10:00 a.m. to 3:00 p.m.  
   Academic Assembly: 6226  
   Faculty Senate: 5657

11. Additional Agenda Items - Liaisons should contact their committee and determine membership status and/or vacancies.

12. Future Agenda Items - There was discussion regarding
invitations to Dr. Steve Kargas, the Provost and Chancellor to future meetings. Therese also mentioned that "Category C" Academic Staff will need to be addressed. Deborah expressed interest in serving on the Awards Committee.

Next meeting will be on Wednesday, September 15th in UC 209.

Adjourned at 1:17

Respectfully submitted,

Patty Leonard, secretary