

**Academic Staff Assembly  
30 September 2009 Minutes**

**12:00 – 1:30 p.m.  
University Center 264**

**PRESENT:** Denise Ehlen [Chair], Michael Flanagan, Patricia Fragola, Nadine Kriska, Giuliana Miolo [Vice Chair], Kyle Naff, and Elizabeth Ogunsola

**ABSENT:** Freda Briscoe, George Clokey, Nancy Farmer, and Kim Simes

1. **Approval 16 September 2009 Meeting Minutes:** Flanagan / Naff move to approve minutes. Assembly discussed/reviewed minutes. Approved by unanimous vote.
2. **Academic Staff Committees Reports**
  - a. Awards [Miolo]: No report
  - b. Economic Issues [Ehlen]: No report
  - c. Elections/Balloting [Clokey]: Clokey reported he continues his efforts to fill the instructional academic staff vacancy. He will contact the deans for recommendations.
  - d. Government [Fragola]: No report
  - e. Organization [Miolo]: Miolo distributed updated committee lists. All liaisons were asked to provide updates on member's terms prior to the next meeting. Miolo will then compile data and update the committee lists for distribution at a future meeting.
  - f. Professional Development [Ehlen]: Ehlen reported that she will convene the Committee for an organizational meeting on October 5<sup>th</sup>. The Committee will discuss the Academic Staff Development Grant "Request for Proposals," eligible expenses, and timeline. Ehlen will provide a grant update at the next meeting.
  - g. Instructional Promotions [Farmer]: No report
  - h. Review [Ogunsola]: No report
  - i. Title Appeals [Ehlen]: No report
  - j. Titling [Naff]: No report
  - k. Rewards and Recognition [Flanagan]: Flanagan reported that he will convene the Committee for an organizational meeting on October 5<sup>th</sup>. The Committee will establish the fall 2009 nomination deadlines and review meeting dates. Flanagan will provide an update at the next meeting.
3. **2009 Academic Staff Leadership Conference**
  - a. Evaluation Report: Ehlen presented the evaluation report and asked members to provide feedback via email.

- b. 2009-2010 Seminar Series: Ehlen reported that the Subcommittee met and developed a draft seminar series agenda. The Committee voted to offer the series in 2009-2010 by acclamation. Ehlen will provide an update at the next meeting.

#### **4. Updates/Announcements**

- a. University Committees [Miolo/Ehlen]: No report
- b. Council of Academic Staff Representatives [Ehlen/Miolo]: Ehlen and Miolo provided an overview of the recent Council of Academic Staff Representatives meeting.
- c. Strategic Planning and Budget Committee [Ehlen]: Ehlen reported that the 2010 Strategic Initiatives "Request for Proposals" will be released soon. The Committee will also meet in October to revisit the Strategic Plan.
- d. Provost Search and Screen Committee [Ehlen]: Ehlen provided an update on the Search progress. The Committee expects finalists will be invited to campus in late October/early November.

#### **5. Other Business**

- a. Collective Bargaining [Clokey/Ehlen]: No report
- b. Unit Clarification [Clokey/Ehlen]: No report
- c. Memorial Name Request [Simes]: Simes reported that she plans to meet with Chancellor Telfer to discuss the request; she will provide an update at a future meeting.
- d. Academic Staff Service [Flanagan]: No report
- e. Assembly Email [Ehlen]: Ehlen reported that she has requested and received a "generic" Assembly email account to be used for coordination of correspondence by the LTE/Academic Staff Governance Associate. This email will be activated when a Governance Associate is hired.
- f. Retirement Resolutions [Ehlen]: Ehlen presented the Fischer retirement resolution for consideration. The Assembly voted to approve the resolution as written by acclamation.
- g. Miscellaneous/Round Robin [Assembly Staff]

Consensus to adjourn at 1:05 pm

Respectfully submitted,  
Denise Ehlen