1. Priority Business
   a. Membership Updates
   b. By-laws Discussion
      • Elections
   c. Budget Updates
   d. Search Updates

2. Chair’s Report

3. Vice-Chair’s Report

4. Academic Staff Committee Reports
   a. Awards (Weber)
   b. Elections (Villavicencio)
   c. Instructional Promotions (Fragola)
   d. Outreach (Villavicencio)
   e. Professional Development (Fragola)
   f. Titling (Fragola)

   (TEMPORARILY ON HOLD-NO REPORTS EXPECTED)
   g. Title Appeals (Fragola)
   h. Economic Issues (Rivers)
   i. Government (Kriska)
   j. Review (Tumbarello)
   k. Rewards and Recognition (Tumbarello)

5. Updates/Announcements/Other Business
   a. Transportation & Logistics
   b. Open Floor
2019-2020 ACADEMIC STAFF ASSEMBLY
MINUTES
12:30PM - 1:45PM ON FEBRUARY 19, 2020

PRESENT: Patricia Fragola, Andrew Cole, Terry Tumbarello, Huckleberry Rahr, Abbie Windsor, Rick Pues, JP Villavicencio, Carmen Rivers, Katie Rutenbar, Nadine Kriska, Mike Gorman, Heather Rasmussen (recorder)

EXCUSED: Curt Weber, Joan Stamm

GUESTS: Heather Chermak, Tracy Hawkins

1) Urgent/Priority Business
   a) Heather Chermak, Registrar, addressed Assembly to present proposed calendars for 2021-22 and 2022-23.
      • Proposed 2021-22 calendar - classes will start on a Thursday and before Labor Day and exam week will run Monday through Friday with no study day.
        (1) Motion to approve the 2021-22 calendar as presented by Tumbarello and a second by Rahr. Motion approved with 10 in favor and one abstention.
      • Proposed 2022-23 calendar is still in process with two versions distributed. One version has a split finals week in the fall semester.
      • Calendar Committee will be meeting on March 10. Chermak invites anyone to share any feedback with either herself or their college rep.
   b) Membership Updates: Curt Weber will be out for the remainder of the semester and is thus resigning from Assembly.
      • Assembly members agreed that Weber’s position needs filled on a temporary basis prior to elections.
      • Chair appoints but is open to suggestions.
      • Once Chair appoints, Assembly vote is required. Would like this seat filled prior to next meeting.
      • Appointee must be Instructional Staff from CoBE.
   c) By-laws Discussion – intertwines with elections.
      • Primary question is if the revised by-laws can be completed prior to the elections or if Assembly should use the old by-laws for election parameters. Discussion ensued.
        (1) Results of general elections need to be reported to ASA by April 8, 2020.
        (2) Only those on contract for the fall semester are eligible to vote.
        (3) Achieving balanced representation among all University areas was discussed.
   d) Meeting minutes were approved as follows:
      • Minutes of December 20, 2019, motion by Rutenbar and second by Pues. Approved with two abstentions.
      • Minutes of February 3, 2020, motion by Rahr and second by Cole. Approved with one abstention.
      • Minutes of February 12, 2020, motion by Kriska and second by Pues. Approved unanimously.

2) Chair's Report: None

3) Vice-Chair’s Report: None

4) Academic Staff Committee Reports
a) **Awards**: None.

b) **Elections**: None.

c) **Instructional Academic Staff Promotions**: None

d) **Outreach**: None.

e) **Professional development**: None.

f) **Titling**: None.

5) **Updates/Announcements/Other Business**

   a) Transportation & Logistics (Fragola): None.

   b) Sustainability Council (Fragola): None.

   c) Open Floor: Tracy Hawkins related that Faculty Senate is presenting the Academic Staff resolution for endorsement.

The meeting adjourned at 1:32 on a motion from Rahr and a second by Pues. Passed unanimously.