

MINUTES

Graduate School
Committee on Academic Staff Issues
Monday, July 8th 2013 from 1:30 – 3:00 pm

Minutes: Julie Schears

Bascom Hall Rm **350**

Present: Julie Schears; Nicci Schmidt; Kristin Crosno; Jenny Hackel; Wayne Feltz; Julie Karpelena; Judy Bauman; Tom Zinnen

Absent: John Richards; Jennifer Eagleton; Moira Harrington; Alex Converse

Convened—1:45

Welcome and Chair Comments—Wayne Feltz

Review and approve minutes from January, February, March, April, and May 2013 meetings.

Past minutes voted on and approved.

Talked about taking notes for meetings, and possibly making a consistent pattern/ templating them.

General Reports

ASA/ASEC report (Feltz)--*Wayne had not been able to make the last few meetings.*

ASEC/CASI Brown Bag Lunch (Feltz)--*Tom went to Brown Bag , discusses some employee confusion with state vs private employees. Wayne said that L&S vs Grad school was discussed as to how they were differently impacted with sequestration. Also discussed role of Deans.*

Committee Reports

Personnel Policies and Procedures/HR Design – Work Team/Status (Hackel/Schmidt)

Working to refine and improve, and is deferred for two years. Recruitment and possibly some things on the classified side are being looked at for streamlining. There is the 1% increase/pay and the meal compensation and mileage have gone up.

Communications (Richards)

Alissa Ewer was a guest speaker and gave an introduction to and Knowledge Base overview. She presented on website information, and the upcoming web redesign. CASI web link is posted within this site structure. Alissa showed examples of how this new KnowledgeBase would look. CASI would be under Governance and Committees section. There would be a search feature/keyword. Can set up prompts/reminders. Right now they are migrating content into the KnowledgeBase system. Tom made the suggestion to include Community Outreach into Graduate School subtitle information.

Nominating and Districting (Feltz)

Vice-chair election --*holding off until there is a quarum.*

District balances

Filling PSL District vacancy—*Discussed filling Bruce's spot on CASI.*

Will be contacting Bruce to see if he knows of any good prospects.

Wayne discussed the annual report and that he's trying to catch up on the last few years. Nicci asked about structure around elections, timeline, and steps in the process. July is when elections happen.

Professional Development

Bruce was the chair, and group will email to work on a new lead for the group.

Other Business

Additional:

How to disseminate or promote information/possible brown bags? Also, mentioned to how to set up a good time for Dean Cadwallader to make meetings.

Discussed how to structure meetings. Rules say that we must meet at least 6 times a year as a CASI.

Tom gave an update on parking. The statute will be standing for now. Refused to share draft version of MOU.

In our September meeting review the site and discuss how we might tweak the site in future (John).

Will skip the Aug meeting and the next will be the Sept. Retreat. Wayne suggested doing a doodle for the Sept retreat date.

Meeting adjourned at 3:00 PM

Action Items

Adjourn

Next Meeting:

Will skip the Aug meeting and the next will be the Sept. Retreat. Wayne suggested doing a doodle for the Sept retreat date.

Location: TBD

Future Minutes: Jennifer Eagleton?