

MINUTES

Graduate School
Committee on Academic Staff Issues
Monday, March 9, 2009
1:00-2:30pm
334 Bascom Hall

Present: Julie Schears, Wayne Feltz, Reina Maruyama, Tanya Cobb, Donna Cole, Julie Karpelenia, Linda Tuchman, Dan Bull, Cheryl Redman, Miriam Simmons, Matt Hoffman, Bruce Neumann

Not present: Dean Cadwallader, Mary Lou Reeb, Barbara Myers Temkin

Convene

*Meeting convened at 1:05 PM by Wayne.

Introductions

*Welcomed Reina Maruyama who has replaced Kael Hanson as an appointed member from IceCube.

Welcome and Chair Comments -- Dean Cadwallader was not present.

Review and approve minutes from 1/12/09 meeting -- November mins approved.
January mins...approved with changes.

Announcements

*Bruce ASA report...Academic Staff Executive Committee (ASEC) looking for academic staff mentors. Colleen McCabe retiring in July. Seeking input on the job description for Secretary of Academic Staff job. Academic Staff Leadership Institute March 23, still open for online registration. A video featuring academic staff is being developed. Work being done with DoIT to index and post articles related to academic staff online. Professional Development and Recognition Committee (PDRC) reports 45 applications for the staff excellence awards.

*Miriam reported updates on the academic staff sabbatical proposal. The proposal will go to a committee put together by Steve Stern (Vice-Provost). Miriam will distribute a copy of the proposal to the CASI.

*Wayne reported on Academic Staff Planning Council (APC) meeting. APC recommended research assistant (RA) rate increase for 2009-2010 to be set at 3%.

Committee Reports

Communications -- no report.

Nominating and Districting

*Have four districts up for election this year. Converting to electronic balloting system. Bill Bellon of Space Science & Engineering Center (SSEC) has worked with Wayne to develop the survey tool. Ballots will be sent out Monday, March 16. Results of the election will be sent to Julie Karpelenia.

Personnel Policies and Procedures -- not currently active Professional Development

*Academic Staff Professional Development Grant apps are due Mar 13 with review tentatively scheduled to start Mar 17.

Other Business

Proposed change to the bylaws regarding electronic voting

*Changes to the bylaws were discussed. Miriam moved to approve, Cheryl seconded. Changes to the bylaws were voted on and approved.

Survey Ad Hoc Committee -- Miriam reported no new developments. State of the graduate school draft document

*Donna reported the proposal was distributed to grad school administration and the GS Equity & Diversity committee. No feedback was received from either. Discussion ensued. Miriam and Cheryl will continue to work on the proposal and will distribute it to the CASI list for feedback.

Five-Year Report Outline

*Our five year self-study is overdue. Miriam, Mary Lou, Donna and others have looked at the Med School CASI's self-study for input on how to approach the study for GS-CASI. Attempting to identify an individual who participated in the Med School CASI study to talk to GS-CASI about the process.

ACTION: Wayne will arrange a meeting to work on this five-year self study.

Next Meeting:

May 11, 2009

Location: 334 Bascom Hall

Time 1:00-2:30pm

Minutes: Linda