

Committee on Academic Staff Issues

Minutes of Meeting

July 21, 2006

Approved: September 8, 2006

PRESENT:

Michael Anderle, Martin Cadwallader, Tanya Cobb, Donna Cole, Wayne Feltz, Jody Helgeland, Jean Phillips, Linda Tuchman, Bruce Neumann, Julie Karpelenia, Mary Lou Reeb, Miriam Simmons

ABSENT:

Dave Egan, Cheryl Redman

CONVENE:

The meeting was convened by Martin Cadwallader, Chair at 9:02 a.m.

WELCOME AND CHAIR'S COMMENTS

REVIEW AND APPROVAL FOR MINUTES FROM May 12, 2006 (Cadwallader)

The spelling of Michael Anderle's last name was corrected. CASI minutes of the May 12, 2006 meeting were reviewed and approved unanimously.

ANNOUNCEMENTS

Mary Lou Reeb will attend ASEC's August 11 planning retreat representing the CASIs at large. Before doing so, she will contact other campus CASI's for items that they believe should be considered ASEC priorities for the coming year as well as action items which could be addressed by CASI's working together.

COMMITTEE REPORTS

Communications Committee (Phillips)

The '05-'06 accomplishments were distributed and discussed. A joint meeting with Professional Development is planned.

Nominating and Districting Committee (Feltz)

The '05-'06 accomplishments and June committee meeting notes were distributed and discussed. All committees have a full allotment of members.

Two bylaw changes were approved:

1. CASI will recommend to the dean the vice chair be the APC representative.
2. The vice chair shall name an alternate when he or she is unavailable.

An election was conducted for vice chair for '06-'07. Candidates were Jean Phillips and Mary Lou Reeb. Mary Lou Reeb was re-elected as Vice Chair. Jean Phillips will serve in her absence.

Personnel Policies and Procedures Committee (Cobb)

The '05-'06 accomplishments were distributed and discussed.

The committee will meet in August. The agenda includes revisiting past priorities, setting new goals, and pursuing common interests with other CASI PPPC's.

Professional Development and Recognition Committee (Tuchman)

June committee meeting notes were distributed and discussed. Additional ideas for '06-'07 included providing information on career development, job shadowing, and highlighting opportunities for career advancements

OTHER BUSINESS:

- The ASEC Annual Report is due this October. All committees '05-'06 accomplishments are due to Jean Phillips by September 1st. She will prepare a final draft for the September CASI meeting.
- Copies of the Honorific Research Professor Nomination Guidelines & Procedures document prepared by the Personnel, Policies and Procedures subcommittee were distributed. Martin Cadwallader had shared the document with the Graduate School Associate Deans who made minor changes. He will send an email in August to the Center Directors (with copies to Center Administrators) announcing the new guidelines and procedures process and encouraging their participation. Julie Karplenia will draft copy. He will also follow up with the new chair of the Honorific Professorial Title Review Committee regarding the possibility of adding an Academic Staff Member to the committee.
- Tuition Remission Update: Beginning January 1, 2007, an annual surcharge of \$8000 will be applied to all PA and RA positions, \$4,000 per semester. Given the budget implications, there may be fewer graduate students as departments find themselves with fewer funds and less flexibility.

MEETING SCHEDULE FOR 2006-2007

Date	Minutes
September 8, 2006	Donna Cole
November 10, 2006	Jean Phillips
January 12, 2007	Dave Egan
March 9, 2007	Bruce Neumann
May 11, 2007	Wayne Feltz

NEXT MEETING

Date: Friday, September 8 2006
Location: 334 Bascom
Time: 9:00-10:30 a.m.
Minutes: Donna Cole

ADJOURN

Meeting was adjourned at 10:30 a.m. by Martin Cadwallader.

Respectfully submitted,
Miriam Simmons