

Committee on Academic Staff Issues

Minutes of Meeting
September 29, 2005
Approved: May 12, 2006

PRESENT:

Julie Karpelenia, Mary Lou Reeb, Jody Helgeland, Tanya Cobb, Jean Phillips, Donna Cole, Wayne Feltz, Bruce Neumann, Judy Kingsbury, Linda Haskins, Miriam Simmons

ABSENT:

Martin Cadwallader

CONVENE:

The meeting was convened by Mary Lou Reeb at 9:05 a.m.

WELCOME AND CHAIR'S COMMENTS:

Mary Lou welcomed members of behalf of the dean. She requested and GS-CASI concurred that discussion of the Honorific Research Professors Title draft document be held at 10:15 a.m. so that Tanya Cobb could participate.

REVIEW AND APPROVAL OF MINUTES OF July 8, 2005:

CASI minutes of the July 8, 2005 meeting were distributed, reviewed, and approved.

ANNOUNCEMENTS:

Equity and Diversity 2008 Forum - CASI members should encourage their constituents to attend.

COMMITTEE REPORTS:

Communications Committee

Topic/Issue: Committee Chair

Action Item: Select new committee chair to replace Sheila who left GS-CASI.

Topic/Issue: Annual Report

Action Items: Need Personnel, Policies and Procedures input to finish report, then email to all academic staff.

Topic/Issue: Academic Staff Assembly Meeting in December

Action Item: Write paragraph with GS-CASI accomplishments for this meeting.

Topic/Issue: All campus CASI brownbag

Nominating and Districting Committee

Topic/Issue: Consistency within the bylaws.

Action Item: Review recommended changes to the bylaws for voting in November.

Personnel Policies and Procedures Committee

Action Item: Committee will look at CASI welcoming committee in CALS.

Action Item: Report of accomplishments due 11/1/05 for Annual Report.

Professional Development/Recognition Committee

Topic/Issue: Meeting Report from 9/16/05 – Proposed activities (handout)

The committee proposes connecting ideas for the upcoming year around the theme: connections (especially person-to-person) within the university committee for professional development. This includes a Q&A about campus and governance opportunities. We need to look at what already occurs on campus for professional development.

Action Item: Miriam will email everyone the Barry Robinson article on the importance of Academic Staff Governance.

Action Item: Need to formulate personal invitations to join governance.

ACADEMIC STAFF ASSEMBLY UPDATE:

Topic/Issue: GS-CASI will report in December.

ACADEMIC PLANNING COUNCIL UPDATE:

Topic/Issue: Did not meet – move to November agenda.

OTHER BUSINESS:

Topic/Issue: Open Meetings Law

GS-CASI and its subcommittees are required to post notice of the meeting 24 hours in advance to comply with Open Meetings Law. The form to submit notice of meetings is located on the Academic Staff website. Julie provided handouts regarding compliance with this law. The information will be posted on a bulletin board in Bascom Hall.

Action Item: Julie will post notice of GS-CASI meetings. This is also required for subcommittee meetings and Equity and Diversity Committee meetings within the Centers.

Topic/Issue: Academic Staff Mentoring Committee

Personal invitations seem to be the best way to get people involved. Donna Cole said this is a great way to meet people and suggested attending Brown Bags and other events together.

Topic/Issue: Academic Staff PDRC Update

The deadline for submitting PDRC applications is October 14.

Topic/Issue: Draft 2005 Annual Report

Mary Lou distributed a draft of the 2005 Annual Report with a request to subcommittee chairs that any revisions be sent to her by November 1, 2005. Final copy will be sent to all GS-CASI members for approval before transmission to the Secretary of the Academic Staff. Bruce will also share the results with the Assembly in December as part of our report.

NEXT MEETING

Date: November 11, 2005

Location: 334 Bascom

Time: 9:00-10:30 a.m.

Minutes: Donna Cole

ADJOURN:

Meeting was adjourned at 10:30 a.m.

Respectfully submitted,

Jody Helgeland and Julie Karpelenia for Gary Case