

# **Committee on Academic Staff Issues**

## **Minutes of Meeting**

October 10, 2003

*Approved: 14 November, 2003*

### **Present:**

Tanya Cobb, Linda Haskins, Mark Mulligan, Wayne Feltz, Jody Helgeland, Miriam Simmons, Deborah Faupel, John Stott, Sheila Leary, Wilt Sanders, Mina Johnson-Glenberg, Marcia Douglas

### **September 19, 2003 Minutes:**

Minutes approved as presented.

### **Sub-Committee Reports:**

Professional Development and Recognition Committee

Notes provided from September 29, 2003 committee meeting. The committee needs to educate itself about professional development, benefits and opportunities. Discussed recommending to all Graduate School Centers that they provide dollars and release time for professional development. This would involve recommending to the Dean that the Centers have a professional development policy.

Communications Committee

Distributed November 7, 2003, CASI luncheon handout. Committee to prepare and provide CASI Annual Report to the Secretary of the Academic Staff Office. The Communication Committee will draft an email as a "launch letter" to formally announce the CASI, their current work and our website.

Nominating Committee and Districting Committee

These committees will hold joint meetings. District Representatives will be provided with academic staff email addresses soon.

Personnel Policy and Procedure Committee

Nothing to report.

### **Website Update**

Guest – Kathi Matthews-Risely and Petra Schroeder: How do we get information to the Graduate School website? CASI will be responsible for content. Information will be sent to Kathi Matthews-Risely. Graduate School will review information and add within Graduate School policy. Suggestion that a group photo be taken at the next meeting for the website. Discussion regarding the Graduate School Committees. Question – What are the committees of Graduate School? A big thanks to the Communication Committee for all their work in communicating CASI information to the Graduate School Academic Staff.

### **PI Status Sub-Committee**

There was a motion and a unanimous vote to create an Adhoc PI Status Sub-Committee. This

committee will back into various PI issues as they arise. Deborah Faupel, Mina Johnson-Glenberg and Wilt Sanders volunteered to be on this committee.

*Next Meeting: November 14, 2003, 9:00-10:30, 350 Bascom Hall*