

Planning Meeting Priorities for 2010-2011

Priority Areas

1. Enhance communication and build bridges with internal and external audiences
2. Propose, anticipate, review and respond to possible changes in academic staff working conditions.
3. Support academic staff through professional development, advocacy, and community engagement.

Priority: Enhance communication and build bridges with internal and external audiences		
Mary Ray, Heather Daniels, Daña Alder		
Action Steps	Responsible Person/Group	Time Frame/ Dates (Year 1, D/M/Y)
1. Establish contract with DoIT for web services	ASEC, CC, Secretary	Fall 2010
2. Ensure that governance continues to receive data for districting, elections, etc.	DRC, Secretary	Spring 2011
3. Develop academic staff brand/identity i.e., Academic Staff Day—all wear a button, etc.	ASEC, students in Business (Kalie Culver)/Journalism, Standing Committees	Fall 2010-Spring 2011
4. Streamline communications to academic staff at large	ASEC, DRC, Secretary	Fall 2010
5. Create a tracking system for academic staff issues	ASEC, CC, Secretary, Standing Committees	Fall 2010

Acronym Key

APO = Academic Personnel Office

AS = Academic Staff

ASEC = Academic Staff Executive Committee

CC = Communications Committee

CEBC = Compensation and Economic Benefits Committee

DRC = Districting and Representation Committee

PDRC = Professional Development and Recognition Committee

PPPC = Personnel, Policies and Procedures Committee

Priority: Propose, anticipate, review and respond to possible changes in academic staff working conditions.		
Charlene Krembs, Jim Steele, Eric Bauman		
Action Steps	Responsible Person/Group	Time Frame/Dates (Year 1, D/M/Y)
1. Layoffs <ul style="list-style-type: none"> a. Communicate to campus leadership, appropriate Human Resources response. b. Communicate policies and procedures to academic staff (referral rights, lay-off procedures, appeal rights, etc.). c. Communicate the academic staff story to the public-at-large. 	CEBC FAQs consult with HR/ASPRO <i>(include 2-3 pg. report with info on Appeals Process)</i> CEBC w/ CC	Fall 2010-Spring 2011
2. Assess impact of transportation's fiscal deficit on academic staff	CEBC	Fall 2010
3. Develop new strategies to encourage performance evaluations, including emphasis on professional development and career paths.	ASEC	Fall 2010-Spring 2011
4. Work with APO to develop workload equity guidelines	ASEC/PPPC	Fall 2010-Spring 2011
5. Monitor status of: <ul style="list-style-type: none"> a. Retirement contributions b. Category A c. Program Manager Series d. Limited appointment Employees; staff hired from outside without back-up appointments and governance 	<ul style="list-style-type: none"> a. CEBC b. ASEC c. ASEC d. PPPC, ASEC 	On-going

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Priority: Support academic staff through professional development, advocacy, and community engagement Carla Love, Ben Rodriques, Valli Warren		
Action Steps	Responsible Person/Group	Time Frame/ Dates <i>(Year 1, D/M/Y)</i>
1. Make the Mentoring Committee an official academic staff standing committee.	Current Mentoring subcommittee	2010/11
2. Support the Academic Staff Excellence Rewards Initiative. <ul style="list-style-type: none"> a. Job security. b. Infrastructure of Excellence. c. Professional Development (including Instructional Leave for academic staff) d. Agility Agenda. e. Pay Plan. 	Secretary, ASEC	2010/11
3. Enhance the Professional Development (PD) Grant program: <ul style="list-style-type: none"> a. Analyze data from current PD grant program. b. Perform needs assessment for professional development in the academic staff community: What are the current needs? What barriers exist in current PD grant program? c. Make recommendations for changes where needed. 	PDRC, ASEC	Data collection in 2010/11; Recommendations into Fall of 2011
4. Gather and disseminate information about best practices with regard to performance reviews of AS.	PPPC, CEBC	2010/11
5. Improve sense of community among academic staff members: <ul style="list-style-type: none"> a. Enhance the Academic Staff Institute (ASI) to focus on community building—especially by including academic staff who have not participated in the past. b. Explore expanded use of committee interest list developed by the Nominating Committee to involve more academic staff in governance and issues affecting academic staff. c. Explore new space for Academic Staff Assembly meetings to promote more community among academic staff assembly members. 	ASEC, MASA, Secretary, Assembly, NC	2010/11
6. Use Academic Staff Institute to focus on advocacy issues for academic staff.	ASEC, MASA, Secretary	Spring 2011

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