

# Annual Report 2002-2003

2002-2003 CASI Members: Laurey Martin-Berg, Distinguished Senior Lecturer, French & Italian Cathy Middlecamp, Distinguished Faculty Associate, Chemistry Bruno Browning, Associate Director, L&S Learning Support Services James Ferris, Associate Faculty Associate, Communication Arts Tori Richardson, Assistant Dean, Student Academic Affairs Jeff Petersen, Associate Director, Sociology Maggie Sullivan, L&S Dean's Office (staff, ex officio) Phil Certain, Dean and Chair of the committee

The accomplishments in the 2002-2003 academic year include:

1. Academic Staff Professional Title Series We completed and promulgated a document defining L&S policy in regard to the use of professional titles by members of the Academic Staff. We continue to track this issue closely, including the use of such titles by professors emeriti. The L&S guidelines contemplate the use of such titles by instructional as well as research staff.
2. Academic Staff Job Security We continue to track how L&S departments grant rolling-horizon and indefinite appointments, and to discuss how they can be encouraged to do so. Five members of the L&S Academic Staff were granted indefinite appointments during this academic year, up from two the previous year and none the year before that. A key aspect of job security for L&S Academic Staff this year was the Dean's insistence, despite the fiscal climate, on a 'no layoffs' policy.
3. Merit Reviews Policies regarding merit reviews for Academic Staff - and even the existence of such policies - vary widely around the College, an issue which we have continued to discuss. While circumstances around the College vary so much that it seems unlikely that a uniform policy would be useful, we continue to search for ways to improve the situation.
4. Salary Caps for Category A Academic Staff Merit raises for many Category A Academic Staff in the College are constrained due to their being at the top of their pay ranges. We discussed the issue and met with Steve Lund, Director of the Academic Personnel Office, to learn more about it. As with many other issues discussed this year, the consensus was that the current fiscal climate precluded addressing this issue this year.
5. Academic Staff Role in Governance Following the establishment, during the previous academic year, of College guidelines concerning participation of Academic Staff in governance, we discussed developments in this area. At least one L&S department (Physics) is adding an Academic Staff member to its Executive Committee. We started planning for another survey of the College to learn more about this issue, having concluded that the current year was not an appropriate time.
6. Training for Chairs and Directors It is sometimes the case that new Chairs and Directors in the College are unfamiliar with Academic Staff issues, policies, and procedures. We have begun discussions of what can be done to help them get up to speed on these issues more easily than has been the case in the past.
7. Workload The issue of teaching load for long-term instructional academic staff in the foreign languages remained on the CASI agenda. The Dean received a proposal for bringing these teaching loads closer in line with teaching loads in other humanities

departments, but the state budget crisis put the issue on hold. Also related to the budget crisis, the Dean announced that beginning in Fall 2003, the base appointment for short-term instructional staff across the College would be at the Associate Lecturer (rather than Lecturer) level, with a 33% appointment for 3-credit courses and a 40% appointment for 4-credit courses.

8. Meetings Three members of the L&S CASI (Laurey Martin-Berg, Jeff Petersen, and Bruno Browning) attended the all-campus CASI meeting in November of 2002
9. Elections With the end of Spring Semester 2003, the CASI terms of Cathy Middlecamp and Laurey Martin-Berg came to an end, leaving two seats (one elected and one appointed) open. We prepared an election slate and Gery Essenmacher was elected. The Dean subsequently appointed Barbara Arnold to the other open seat.
10. Academic Staff Awards The L&S Professional Development and Recognition Committee conducted the second round of L&S Academic Staff Awards. Five awards (one for Distinguished Service, three for Mid-Career Achievement, and one for Early Career Achievement) were granted, with funding provided by Dean Phil Certain. Jeff Petersen, CASI member and Chair of the L&S PDRC, made a presentation concerning the Awards at an L&S Chairs meeting. A list of award winners can be found on the CASI website.