

Tuesday, October 7th, 2014

Academic Staff Senate Meeting Minutes

Present: Ryan K. John M., Rob W. Lisa M. Jenice M. Jen B. Faith H., Barbara Pezzey (guest)

Meeting called to order – Jen B. 12:10

Minutes approved (Motion Rob/ 2nd Lisa) Passed as is after discussion on wording of Secretary's state of mind. One abstention.

Cabinet Update – Jen B. Cabinet Plus has met twice to establish ground rules and structure as well team dynamics. Note that the group has the ability to report back to its component groups across campus, but there may be instances where the group will not be able to discuss on-going developments until they are ready for a wider campus audience. A main focus will be in aligning Strategic Plan and identified Priorities (see relevant correspondence from Provost to campus).

The Academic Staff Senate Personnel Committee has been asked to move forward on a compression study with special attention to retention and evaluation of Academic Staff.

It was noted that:

- Committees seem to be formed haphazardly, often including Academic Staff members time and again.
- We should be cautious of creating a “new normal” of requirements and expectations
- We also need to recognize flexibility because not all committees should be formed in the same way because they do serve different objectives

Career Services – On Campus and Distance Learning Advisors will work in career expertise into their advising. New director will be head of Advising and Career Services. Unknown of physical office implications for this merger.

Provost Administration Update – Strategic planning is moving forward – see October 3rd email of Action Items. Those items that are mandated for certification or other reasons are prioritized for those purposes.

- Integrated Planning & Budgeting subgroup has begun work
- Non-academic annual report to mirror academic annual report for assessment
- Better communication for the strategic plan
- Expect notice regarding reorganization from Chancellor

Request that Academic Staff Senate work with Classified Staff Senate for better approach to shared governance focus and parameters. An emphasis on Personnel Rules is needed.

Personnel Discussion with Provost – questions on how different classifications are acting now on their own personnel rules. Questions on what’s been done with work already completed and best ways to move forward.

Key focus area on Titling and promotion. Need to arrive at a more consistent understanding of Merit – one that strives for consistency across campus as well as across system while acknowledging differences in departments and campuses.

Noted differences between titles and promotion opportunities for Instructional Academic Staff from Non-instructional Academic Staff. Generally Instructional Academic Staff begins at Lecturer and moves very quickly to Senior Lecturer (if not started at Senior Lecturer). Other Academic staff may take years to earn the Senior prefix to their title.

Both individuals and supervisors should be better aware of the processes.

Noted that Instructional Academic Staff is frustrated by difficulty in understanding types of contracts and the shifts of Requirements and Teaching Load. Adjunct contracts are based off a 15 credit load for teaching only. Full time Instructional Academic Staff are at 12 credit load for teaching, but includes Service to Department and University, and, in some cases, Scholarship.

Committee Updates

Personnel – Salary Compression Study – need to move forward to find specifics and address Merit for 2017.

One Professional grant that was awarded no longer has the recipient working here.

Motion (Jenice/ 2nd Ryan): Use \$1000 from reassigned grant money, the totality of the money left available for the year, to host a training or speaker for professional training. Passes.

Specific form of training – tabled.

Communications – Noted progress so far in elections and committee selections.

Concern regarding transparency of elections and how to be sensitive for those who volunteered to serve but were not selected. Motion (Jenice/ 2nd Rob) Note election winners in minutes and provide, on request, full number of votes to anyone making inquiry. Passes. Two abstentions.

Note to better notify and communicate results.

New Business:

Committee Formation Document from Faculty Senate – feedback needed to Jen B. How might we adapt for our purposes?

By-Laws: Tabled. Need to establish if they are on to Board of Regents. Concern over current definitions of constituency balanced against concern of focus of Academic Staff Senate to prioritize.

Representatives able to attend other Governance meetings? One person liaisons or a rotation?

Jenice is a liaison for Strategic Planning.

Meeting adjourned 1:59pm

Submitted – John McCormick