

ACADEMIC STAFF SENATE GOAL PLANNING MEETING *MINUTES*

November 29, 2010

MEMBERS PRESENT: Tom Tu, Sue Holm, Tom Fennessey (Chair), Christina Kline, Ryan Kreuser, Tammy Fanning, Jen Bird (Secretary), Ray Reinertsen, Trisha Skajewski

MEMBERS ABSENT: N/A

GUESTS: N/A

Meeting called to order at by Chair at 1:36pm.

I. New Business

a. Goal Setting and Issues Review for Academic Staff Senate

- i. Fennessey handed out information about state statutes pertaining to Academic Staff Senate, UPGs 3.05, and select information from the Unclassified Academic Staff Handbook (i.e. information on Academic Staff Role in Governance and 2.05: Annual Review for Increased Job Security). This information can be useful to help us set our priorities. Fennessey discussed that there are some things that may not be passed down from Administration to Academic Staff Senate that should be, whether it be oversight or specifically not passed down. For example sometimes things are sent only to Faculty Senate but not Academic Staff Senate or both Senates are left out. These are things that we need to address so that we are more engaged in what is happening as it pertains to academic staff.
- ii. Fennessey then opened it up for discussion on thoughts on what our efforts should be focused on.
 1. Reinertsen suggested that we have 2 voting academic staff members on the Faculty Senate to help us with having some power. Kreuser agrees with Reinertsen's point, but we need to make sure that issue are being talked about in Academic Staff Senate, not just leaning on Faculty Senate to address issues. Fanning and Fennessey agree that we need to unite and make sure that we stand up for what we want, need and deserve. When we don't get a response, we need to be persistent.
 2. Fennessey suggested that one of the main points we work on is job security issues. Reinertsen suggests we motion to make sure that we follow our handbook in terms of academic staff positions. Bird also suggested that we recommend that Academic Staff being hired are on put on track for Indefinite Appointment, to mimic how faculty are hired for tenure track. Reinertsen added that we recommend that they look at good teachers rather than just terminal degree holders as terminal degree does not equal good teacher necessarily.
 3. Senate members then worked on creating the Academic Staff Senate priorities and what we want to work on. The priorities that were decided on are as follows:

- a. Ensure the handbook is followed, in particular 2.05 (job security) and issues regarding work load of Instructional Academic Staff – Fennessey will send a memo requesting that Administration come up with an implementation plan for ensuring our Unclassified Handbook be followed (in particular 2.05). The memo from 2007 with a similar request that was sent to administration and Human Resources, and received no response, will be attached. Kline motion to send the memo as mentioned above. Skajewski second. Approved. After further discussion, the senators agreed that instead of creating the above memo, that one memo with all of our recommendations and requests pertaining to our priorities will be written. Fennessey will work on creating this memo and will email it to the senators for review prior to sending it on to Administration and Human Resources.
 - b. Update the Unclassified Staff Handbook
 - c. By-Laws review – in particular sub-committee structure, how to handle ties for voting, ration of IA staff to non-IA staff on senate. Fennessey will add this as an agenda item for our next meeting-forming a sub-group to review this.
 - d. Academic Staff Orientation and Development programs – request that Human Resources and Administration give us a timeline for when the orientation and professional development programs will be ready for implementation. In addition recommend that Academic Staff Senate serve as an advisory to whomever it is that is planning and implementing such programs.
 - e. Development Grants – clarify policies, preferences and expectations for applications and grant distribution. Fennessey suggested that we put this on the agenda as a review item.
 - f. Focus on education regarding issues pertinent to academic staff. Secondly, we need to focus on advocacy. We need to find out from our constituencies what we need to be advocating for.
- b. Other new business
 - i. Furlough Days
 1. Fennessey reported that many campuses are putting together a resolution regarding making furlough days on days that impact the university. This will be an agenda item for discussion.
 - ii. Unit Clarification discussions
 1. Fennessey will put this on the agenda for discussion and possibly action and will send senators information about what is happening with this issue.
 - iii. Telecommunications policy

1. Fennessey will put this on the agenda to discuss.
- c. Skajewski motion to adjourn. Reinertsen second. Meeting adjourn at 2:59pm.