

# Academic Staff Committee

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*September 6, 2012*

*Present: Kristin Aoki, Jan Malchow, Leif Nelson, Emily Rogers, Samantha Surowiec*

*Absent: Mary Simonsen*

*Call to order 3:30 p.m.*

## **Approve prior minutes**

- Minutes were approved

## **Confirm Jan Malchow's appointment**

- Jan's appointment was approved

## **Updates/Reminders to committee liaison's**

- Reminded Committee liaisons to make contact with their committees if they have not already done so
  - Leadership and Involvement Committee – Mary Simonsen
  - Personnel Committee – Jan Malchow
  - Professional Development Allocations Committee – Samantha Surowiec
  - Legislative Committee – Kristy Aoki
  - Professional Development Programming Committee – Emily Rogers
  - Committee on Workload and Compensation – Samantha Surowiec

## **Dates for the Fall Academic Staff Assembly**

- Looking at the week of October 15<sup>th</sup>
- L. Nelson will check calendars of the Provost and the Chancellor to find a date that one or the other can attend

## **Flexible degree planning**

- A brief discussion was had to bring members up to speed about the flexible degree initiative
- The ASC reviewed the letter to President Reilly regarding Flexible Degree
- Agreed that Academic Staff are an integral part of this conversation.
- Made some revisions to the letter and approved it
- L. Nelson will make the changes and consult with the SOFAS about the protocol for sending the letter

## **Review amendments and edits to handbook**

- There are 2 versions of the handbook online, one dated February 2012 and another July 2012. They differ in language regarding the secretary position on the ASC.
- The committee decided to use the language from the February 2012 version with regard to selecting a secretary

## **Other items**

- S. Surowiec was appointed secretary
- The Professional Development Allocations Committee requested that the ASC review an application for funds because the individual requesting funds was on the Allocations committee
  - The application was approved

*Adjourned 4:45pm*

*Respectfully Submitted by Samantha Surowiec*