

**2018-19 Academic Staff Committee Agenda and
Committee Transition Meeting
August 29, 2018
MAC 137; 1:30-3:00 pm**

- I. Call meeting to order
- II. ASC determine minute taker for Transition meeting
- III. Approval of Agenda 8/29/2018 (ASC members)
- IV. Approval of ASC meeting minutes from August 15, 2018 (ASC members)
- V. Introduction of 2018-19 Academic Staff Committee members
- VI. Introduction of members of Elective and Appointive AS committee members
- VII. Expectations of Committees
 - a. Meet regularly as per Academic Staff By-Laws
 - b. Consider ASC liaison's schedule when planning your meetings
 - c. Make sure that all meetings are posted on the University Master Calendar
 - d. Take minutes of all meetings and submit to SOFAS, copying your ASC liaison
 - e. Committee members are strongly encouraged to attend AS Assemblies. All the committee chairpersons or designees are expected to attend and to report out.
 - f. Provide written reports to the SOFAS and to the ASC as required or requested.
- VIII. Review of Wisconsin Open Meeting Law (WOML)
- IX. Break into committees. Review charges, meet ASC liaisons, set first meetings.
 - a. Personnel Committee (Jan)
 - b. Professional Development Allocation Committee (Parker)
 - c. Professional Development Programming Committee (Bao)
 - d. Leadership and Involvement Committee (Lynn)
- X. Q and A about committee work/ updates
 - a. HR is in search of Campus Connection Mentors for new employees
<http://www.uwgb.edu/onboarding/your-first-week/mentor-program-cat/>
- XI. Other business/Items for next meeting
- XII. Next ASC regular Meeting: Wednesday, Sept. 12, 2018 1:30 p.m. in CL 735

Winter Assembly – Tuesday December 4, 2018 3 pm Christie Theatre (Social to follow)
Spring Assembly – Thursday May 9, 2019 3 pm Christie Theatre (Social to follow)
- XIII. Adjourn