

Academic Staff Committee Meeting  
Meeting Minutes  
August 1, 2018

ASC Members Present: Jamee Haslam, Jan Malchow, Eric Craver, Parker Nadeau, Mark Krell (phone in),  
ASC Members Absent: Bao Sengkhamee, Sherri Arendt, Lynn Niemi, Bethany Welch  
Guests: none

Next meeting: Wednesday, August 15, 2018 1:30 pm CL 735

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- I. Call to Order 1:37 pm
- II. Approval of Meeting Agenda
  - A. Motion to approve by Eric
  - B. 2<sup>nd</sup> by Jan
  - C. All members approved agenda
- III. Approval of minutes from July 18, 2018 meeting
  - A. Motion to approve by Eric
  - B. 2<sup>nd</sup> to approve by Jan
  - C. Minutes for July 18, 2018 approved. Jamee will submit to SOFAS to post.
- IV. New Business
  - A. Transition Meeting August 29, 2018 1:30 pm – 3 pm MAC 137 Agenda
    - i. This will be a regularly scheduled ASC meeting with a different location and transition meeting items as part of the agenda
    - ii. Transition meeting Agenda items:
      1. Introduction of ASC members and liaisons.
      2. Goals for 2018-19 and request items of interest
      3. Have a handout for each committee that outlines the charge from SOFAS website
      4. Break into groups to discuss charge and meeting schedules, elect Chair
      5. Jamee will invite the convener for each 18/19 committee to the event and copy the ASC liaison.
  - B. AS Committee goals for 2018-19
    - i. Communication and education
    - ii. AS Social Events
    - iii. Project Coastal
      1. Review and revisit By laws (Eric will start this)
      2. How to most effectively integrate all AS on all 4 campuses
        - a. Getting information to all members
        - b. What vehicles to use – such as Social Media
    - iv. Re missioning
    - v. Title & Total Compensation project monitoring
  - C. AS – ideas in memory of Dr. Karen Dalke
    - i. Awards voted on by all AS , one for AS and one for IAS
    - ii. Traveling plaques with nameplates.
      1. Budget and cost. Would need to find funding for costs of plaques and plates plus engraving each year.
      2. Eric will follow up with SOFAS to see if approval is needed.
- V. Old Business
  - A. 18-19 ASC operations
    - i. Vice Chair
      1. Request information from SOFAS and by law review regarding Vice Chair to Chair.
    - ii. Secretary (minutes)
    - iii. UC and Faculty Sign ups

iv. Revisit at August 15, 2018 meeting

VI. Governance/AS Committee Reports

- A. UWS System Rep (Sherri) – no update
- B. UC (Jamee) – no update
- C. Faculty Senate
  - i. Lynn attending 8/22/18 Gathering of the UC and Faculty Senate at the Chancellor's residence
- D. Title and Total Compensation Project Team (Jan)
  - i. Job description deadline moved to December
- E. Shared Governance Work Group update (Lynn) – no update
- F. Personnel Committee (Jan) – no update
- G. Professional Development Allocations Committee (Parker)
  - i. Waiting on budget figures. Parker will contact Matt Dornbush
- H. Professional Development Programming Committee (Bao) - no update
- I. Leadership and Involvement Committee (Lynn) – no update

VII. Other business/items for next meeting

- A. 2018-19 Operations
  - i. Vice Chair
    - 1. ASC By laws discussion specific to Vice Chair to Chair succession
  - ii. Minutes (secretary)
  - iii. UC/Faculty Senate Sign ups
- B. Awards update (Eric)
- C. Finalize Transition meeting Agenda

VIII. Next regular meeting: August 15, 2018 1:30 pm CL 735

IX. Adjourn 2:29 pm

- A. Motion to adjourn by Eric
- B. 2<sup>nd</sup> by Jan