

Minutes
College of Agricultural and Life Sciences
COMMITTEE ON ACADEMIC STAFF ISSUES

April 8, 2015
1:00 p.m.-2:00 p.m.
250 Agricultural Hall

Present: Vince Borleske, Patrick Flannery, Dustin Eilert, Laura Ward Good, Deb Wendorf Boyke, Cristiana Carusi, Nicholas Bero, John Klatt, Nicole Miller, Rick Wayne

Absent: Janet Hedtcke, Christopher Day, Carol Hillmer, Dick Straub

Minutes: Laura Van Toll

Approval of Minutes

Motion to accept the minutes from March 11, 2015; Laura moved, Deb second, all voted in favor

Additions or changes to the agenda:

- There is no update to the budget situation
- Performance management and HR Design update will move to the May meeting

CASI composition and new members

The Committee reviewed their current composition in preparation for appointing new members for 2015-2016. Nick, Nicole and Janet are one year into a 3-year term, Cris is filling out a vacated seat but will continue. Vince is on until next year and John is willing to serve a two-year term to bridge.

Pat, Laura and Rick will be rotating off the committee and we will need to find replacements for them from Wards 1, 4, and 5.

Nicole suggested we look at an updated ward list at the May meeting suggest who the committee might approach and ask to run. We will also send an email to those from the eligible wards for self-nominations.

Process for academic staff nominations and elections to APC (nominations in April with elections in May)

CASI would like to be advisory on the process of selecting AS representatives to the APC. The committee would prefer the dean's office to be in charge of the process.

Laura was asked to continue in her role on APC, she will serve for two more years and thus fill a standard three-year term. We will need one more AS to start a three-year term in the fall. Both APC members are welcome to attend CASI meetings, we ask that at least one attend and report back on APC meetings.

We can't limit who gets elected as the CASI representative, this means we may have multiple people from one department serving on APC. When AS vote to elect an APC rep we can tell them who is already on the council and their department.

The deans office will send out a call for nominations and will hold the election for AS reps.

Subcommittee reports

Vince reports the CALS academic staff awards were announced and can be found on e-cals. The subcommittee is reviewing 5 academic staff scholarship applications and must submit their rankings by Friday.

Deb reports more work on the website will take place this summer so the site is ready by fall. Some changes have already made to the website, others involve writing and gathering content.

Draft annual report will be ready in May for the committee to review.

Laura reported from APC about new on-line certificates that are up for approval and the new guiding principles developed for the Agricultural Research Stations.

The Campus HR website has some training docs and videos related to performance review, including an on-line system. Performance reviews will be a requirement as of July 1, 2015.