

Minutes  
ASAC  
September 28, 2005

Present: R. Banks, F .Bigelow, J. Boynton, B. Brown, M. Duck, C. Gunn, J. Miller, C. Reimann, P. Shay, M. Urban-Lurain, E. Williams, L. Zelenski, D. Zischke

Absent: D. Chaison, G. Engler, G. Sanford

- I. L.Zelenski called the meeting to order and all members introduced themselves.
- II. Chair selection ensued
  - a. Lynne Zelenski volunteered to continue as chair as long as there is a co-chair. Jeane Boynton agreed to be co-chair. Unanimous support.
- III. The two standing committees (SOS and Professional Development/Communication) were explained. Members were asked to join one or the other.
  - a. SOS will meet Oct. 7, 9:00a.m. International Center
    - i. Members: P.Shay, E.Williams, M. Urban-Lurain, L.Zelenski, M. Duck, J.Miller
  - b. Professional Development will meet Oct.12, 12:00 p.m. Kellogg Center (lunch)
    - i. Members: G.Engler, B.Brown, C.Gunn, J.Boynton, F.Bigelow, G.Sanford, C. Reimann
    - ii.
- IV. Minutes will be taken by C.Gunn, back-up F. Bigelow
- V. Future meeting dates are as follows:
  - a. Thursday – October 27, 3:00 Location: 443A Admin. Bldg.
  - b. Thursday – November17, 3:00 Location: 443A Admin. Bldg.
  - c. Thursday – December 15, 3:00 Location 443A Admin Bldg.
- VI. The ASAC Angel site was discussed
  - a. Batch enrolling of all Academic Specialists will be attempted.
- VII. Dr. R. Banks reminded the committee that it is important to prepare the salary letter to the provost early in spring semester.  
The committee was also informed of the faculty preparation of 5 subcommittees that will study faculty governance.
  - a. One of these committees will look at how administrators are evaluated and one Academic Specialist will be included as a member.
  - b. Information on nominations for the committee can be found at the secretary of faculty governance website or from Jackie Wright.
- VIII. Subcommittees met for the remainder of the time.

Meeting adjourned at 10:30 a.m.

respectfully submitted cgunn