

ASAC Meeting Minutes
February 24, 2006

In attendance: Jeane Boynton, Bob Brown, Dorcia Chaison, Marcus Duck, Gina Engler, Jane Miller, Philip Strong, Mark Urban-Lurain, and Lynne Zelenski.

Jeane reported that the election materials are on schedule. Please encourage people to get involved in ASAC.

Jeane reported that they had a productive meeting with Deb DeZure. Progress was made on developing an orientation program, providing service recognition, and developing discussion groups. Support will also be given to the Conclave. The Conclave will be in February next year.

Professional development program forms were reviewed. No suggestions for improvement were made. A brown bag for the Professional Development Program is scheduled in BCC-N022 ~ Wednesday, 3/22/2006 ~ 12n-12:50p.

Survey results from the research specialists were examined. The group concluded that communication seems to be the main problem. As in other areas, the specialists are not aware of the policies and procedures that pertain to them.

The ASAC website was discussed. Lynne mentioned that Tom Atkinson mentioned that he would be willing to work on the website, however, we need to get updated material and ideas to him. Lynne said she would get information updated. Jane Miller said she would put together an FAQ. Jane asked that people get items for the FAQ to her.

Jane reported on the faculty voice committee. The group meets each week and is making progress.

Next meeting: Friday, March 24th at 1:15pm in 443A Administration Building