

MEETING NOTES OF THE UWSA ACADEMIC STAFF COMMITTEE

June 2, 2009

Members Present: Anne Bilder; Sal Carranza (ASPRO representative); Cynthia Graham; Jennifer Moore (Secretary); Eileen Norby (Chair); Donna Silver (Systemwide Academic Staff Representative); Andy Taylor (Alternate)

Note: Quorum achieved – Four committee members is the minimum to reach quorum based on 7 permanent voting members in the committee.

Members Absent: Todd Bailey, one vacant alternate position

Discussion Items

1. Minutes from May 6 approved.
2. Jennifer and Eileen gave an overview of a one-day workshop they attended on ways to improve meetings. Ideas presented in the workshop included creating group agreements, using outcome-based agendas, incorporating process and action plans into agendas (to use time well between meetings), and using tools to assist in decision making.
3. Committee members participated in a brainstorming exercise of ways to distribute remaining grant funds at end of fiscal year.
4. Committee reviewed three grant applications – all were approved.
5. Committee members agreed to schedule a summer planning meeting to set priorities for upcoming year.

submitted by Jennifer Moore, Secretary