

# Academic Specialist Advisory Committee Meeting

January 12, 2023

Minutes

- I. Call to Order: Aaron Reifler, 11:40am (started late due to tech problems!)
- II. Roll Call: below
- III. Acceptance of Minutes for December 1, 2022 MOTION Sarah Whittaker. 2<sup>nd</sup> Karen Kangas-Preston; approved
- IV. Associate Provost & Associate Vice President for Faculty and Academic Staff Affairs Report (Kathy Charles)
  - I. Three dean searches
    - I. College of Social Sciences Dean position has been posted to internal candidates only; hoping for interviews mid to late march;
    - II. Dean of Libraries: committee has been seated, working with Greenwood/Asher & Associates as executive search firm; hope to have recommendation to the Board by their May meeting
    - III. Dean of College of Communication Arts and Sciences; Prabu David is holding two positions (Dean and Associate Provost for Faculty & Academic Staff Development) until a new dean is appointed; hoping to launch search soon; will also use a search firm for this position;
  - II. Retirement eligibility changes: for the 403b base retirement program the waiting period is eliminated for the majority of academic titles; communication will be sent out to those impacted; there will be an open enrollment period for this change;
    - I. Question: will there be any adjustment for FT specialists who have not received benefits in the retroactive period; A: as far as Kathy knows it is not retroactive;
  - III. FASA office has been working with the Office for Institutional Diversity & Inclusion on developing search committee training; this will be an online 45-60 minutes training about the search process and roles of committee members; hoping to implement by end of January
  - IV. COVID19 automatic extension updates: anyone hired in the upcoming academic year (hires from August 2023 onward) will not have the automatic extension of the probation period;
  - V. Memo regarding updates to Religious Observation Policies was emailed to MSU community in December
  - VI. Q: any updates to President Search? A: Not yet
  - VII. Academic Specialist Handbook implementation update: Kathy met with Marilyn Amey and will meet with Ann Austin next week to finalize recommendations; changes will be introduced at the Thrive session; working with HR colleagues to get it online; will create a PDF for quicker updates online until the web format can be created;
    - I. Suggest also doing table talk, lunch and learn, etc. to get the word out to as many as possible; as well as sessions for chairs, directors and deans;
  - VIII. Thrive—is there anything ASAC should do/can do to help prepare? Feb. 8 is date; Office of Faculty & Academic Staff Development is still working on plans/presenters; DEI subcommittee has presented previously; next ASAC meeting is just prior to Thrive so can discuss more then
- V. Report of Officers
  - A. Chair Report (Aaron Reifler)

- A. No updates;
- B. Vice Chair Report (Ashley Maloff)
  - A. Table talk email was sent out; registered people will get an email; may be at Owen Hall;
  - B. Elections—Debra and Ashley are working on information;
  - C. Behavioral Threat Assessment Team (BTAT) may be the second table talk for spring; working to arrange a time and location that works; emotional support dogs may be there!
- C. Faculty Senate Representatives Report (Megan Stevenson)
  - A. President working to review legalized sports betting vendors and suppliers to be sure policies align;
  - B. Chair Kelly=Blake: update on 403b eligibility requirements; budget from Board of Trustees
  - C. Police presentation Proactive Engagement and Community Enhancement (PEACE) initiative started in fall; created to address concerns that have come up recently in the ‘entertainment district’; two MSU police and two EL Police are on site more regularly; also working to centralize security systems; will work w/ Faculty Senate to create policies;
- D. University Council Representative Report (Grace Pregent)
  - A. Have not met since last ASAC meeting;

#### VI. Reports of Committees

- A. Elections Ashley Maloff
  - A. Call for nominations and timeline will come soon;
- B. Outreach Sarah Whitaker, et. al.
  - A. Did not meet today;
- C. Promotion & Compensation Karen Kangas-Preston
  - A. Reviewing and reaching out to recently promoted specialists to ask to use their materials as examples
- D. Bylaws Karen Kangas-Preston and Aaron Reifler
  - A. DEI has been established as a subcommittee; language will be updated in the bylaws;
- E. DEI Grace Pregent
  - A. No updates

#### VII. Unfinished Business

- I. none

#### VIII. New Business

- A. Questions are arising about survey being sent around by Andrea Kelly, Devin Silva and others regarding efforts to unionize with NEA (Danielle DiRocco is a union person with NEA that has been working with Andrea). Perhaps a message from ASAC at least explaining that this is not being led by ASAC?
  - A. Specialists on campus working with NEA are not affiliated with ASAC;
  - B. Survey sent out may be a way of collecting signatures; it is possible to skip the name/email question on the survey;
  - C. Should we send a statement that this is not an ASAC or MSU initiative? There has been some confusion. It is a personal decision to join the union and ASAC cannot take a stand either for or against. Aaron can

draft a statement to send on behalf of ASAC to the Specialist community;

D. We could invite NEA reps to ASAC to provide an informational update;

IX. Announcements

I. Next meeting: Feb. 2

X. Comments from the Public

I. Kathy: in a recent meeting w/ FASD the question came up about ASAC Specialist Forum? Should we considering doing it again next year? Should we revamp the format? Will discuss more at next meeting. Yolanda Anderson has some information from the 2019 Forum.

XI. Adjournment:

I. Meeting adjourned 12.28pm

Attendance: (Present/Excused/Unexcused)

Ann Austin	Ex Officio Member	Excused
Kathy Charles	Ex Officio Member	Present
Nicolas Gisholt	Sergeant at Arms	Present
Erin Hill	Secretary	Excused
Bethany Judge	Member	Present
Karen Kangas-Preston	Member	Present
Ashley Maloff	Vice Chair	Present
Molly Polverento	Member	absent
Jennifer Petzko (she/her)	Member	Excused
Grace Pregent (she/her)	University Council	Present
Aaron Reifler (he/him)	Chair	Present
Bonnie Russell	Member	Present
Debjani Sarkar	Member	Present
Megan Stevenson	Faculty Senate	Present
Debra Thornton-Fitzpatrick	Member	Present
Mary Anne Walker	Member	Present
Sarah Whitaker (she/her)	Member	Present

Other specialists present: Yolanda Anderson, Mary ZumBrunnen, Vanessa Carrion Yaguana, Marcell King, Ryan Shadbolt,