P&A Board Meeting Agenda
Monday, October 21, 1pm-2pm
609 Social Sciences Building

Present:
Kevin Haroian, Klaas van der Sanden, Jean Kucera, Rich Kott, Edward Eiffler, Mark deRuiter, Mike Baxter-Kauf, Deborah Jane, Ginny Steinhagen

Hire/Fire Letters
Keven Haroian noted that the appointment letters sent out to P&As sometimes contain non-renewal language as well as the appointment offer. Departments must send appointment letters to P&A staff annually; these shouldn’t contain the non-renewal language.

Kevin Haroian will make sure appropriate administrators know this.

CLA Promotions and Academic Leaves
Edward Eiffler noted that ___________ is interested in serving on the CLA Promotion and Academic Leave Committee, and the Board decided that having another P&A representative on this committee is a good idea.

Kathryn Lois is interested in continuing on the P&A Board, but can not be as active as she has been – the board decided to keep her on the board.

Updating the P&A Website
The P & A website has not been updated since 2011; Deborah Jane offered to update it.
Other suggestions for increasing visibility of P &As and usability of the site include creating a monthly newsletter, putting a document on the site where people can submit concerns directly, linking to P & A Board minutes, linking the P & A website to departmental sites.

Report on P&A Senate and/or Assembly Meetings
Kevin Haroian noted that although P & As will be paying more for insurance, the University has agreed to invest the money into salaries.

Dean’s Search Committee Update
Five candidates are coming to campus. The P & A board will have a chance to meet with each candidate. Jean Kucera distributed possible questions for this discussion; we revised these. Karen Hanson will send out information about these meetings.

Kevin Haroian distributed statistical information about P & As in CLA – the number has grown since last year because of the reorganization of many technology positions that were civil service positions.
2013-2014 meetings with the CLA Dean Duvall will be scheduled, along with Lisa Bachman HR, Jamey Hanson OIT, Scott Meyer (PR)

Rich Kott noted that there is little CLA representation in the Special Committee on Graduate Education.

P&A Board Leadership
Kevin Haroian agreed to serve as chair of the P & A board. Deborah Jane agreed to update the website. Ginny Steinhagen agreed to take minutes.

At our next meeting we will develop List of Targeted Focus for 2013.

Next P & A Meeting is Thursday November 21, 1 – 2pm in 260 Social Sciences Building.