

## **Classified Staff Issues Committee (CSIC) Minutes March 29, 2005**

Present: Diana Allaby, Maggie Brandenburg, Jean Hennessey, Brian Karas, Angela Powell, Sandy Ramer, Deb Vaughan

Guests/Observers: Mary Czyszczak-Lyne, Liz Lease, Nicole Hauge

- 1. CSIC Committee Member Terms.** A vote will be conducted every two years to elect new committee members to replace those members whose term ends that year and the coming year. A vote will be conducted now to replace Jean Hennessey and Brian Karas this year; Sandy Ramer and Deb Vaughan in 2006.
- 2. Classified staff involvement in election process for chair.** Maggie Brandenburg polled College department administrators on current practices. Deb Vaughan was in contact with the Secretary of the Faculty, David Musolf, for an interpretation of the Faculty Policy and Procedures which addresses governance participation and his response was submitted. Nicole Hauge also contacted the Chair of the History Department, Legislation Codification Committee, Charles Cohen, for his interpretation. His response was also shared with the Committee.

A subcommittee including Deb Vaughan, Nicole Hauge and Maggie Brandenburg will be in contact with several other Big 10 Universities to determine what their practice is with staff being involved in the election of departmental chair. Maggie Brandenburg will also check with CNCS and ASPRO to determine specifically what steps they have taken on this issue.

- 3. Build respect across campus.**
  - a. general brochure for printing and posting** No progress to date. Sandy Ramer will contact four recommended classified staff to highlight in an email brochure.
  - b. brochure for reception** Draft brochure was presented by Deb Vaughan and feedback was given on suggested changes.

Diana Allaby will check into the possibility of recognizing classified staff reaching milestone years (eg. 5 years, 10 years) in L&S Today.

- 4. Classified staff participation on committees.** To be discussed at next meeting.
- 5. Mentoring Program.** To be discussed at next meeting.

*The next meeting is scheduled for Tuesday, April 26, 2005 at 1:00 p.m.*

*The Classified Staff Reception is scheduled for April 28, 2005 from 1:30 to 3:30p.m. at Union South.*