1. Approval of Minutes

*Gloria Stuckey* moved to approve the minutes, seconded by *Valerie Cowling* and passed.

2. Old Business

   - **Run-off Election**
     Evelyn Martens won the run-off election against Scott Soja for the vacant Area IV Senate seat. *Valerie Cowling* will take her name to Senate on October 19 for approval.

   - **Committee Vacancies**
     - **Academic Planning Council (APC)**
       Dawn Drake (Area I) volunteered to fill the Academic Staff vacancy on APC. *Valerie Cowling* will take Dawn’s name to Senate for approval at the October 19 meeting.

     - **Academic & Institutional Research Committee (AIRC)**
       Summer Zwanziger (Area V) volunteered to fill the Academic Staff vacancy on AIRC. *Valerie Cowling* will take Summer’s name to Senate for approval at the October 19 meeting.

     - **Alcohol and Drug Advisory Committee (ADAC)**
       Cathy has not yet received a response from ADAC if there are Academic Staff vacancies. Some of the required committee members are Academic Staff, so do they double-count as the position-based member and Academic Staff representation? Without an answer to this question, E&A decided to not fill positions on this committee.

   - **Academic Staff listing on Committee websites**
     Cathy has submitted requests to Web Development to update the Academic Staff membership on committee websites. Most of the requests have been completed.

   - **Elections & Appointments website**
     Updates still need to be made to the E&A committee webpage: Gloria’s surname is spelled incorrectly and Valerie should be added as the Senate liaison. Cathy has submitted the update request to Web Development.

3. New Business
• **At-Large Academic Staff Senate Seat**

With less than half of her term remaining, Donna Gavin resigned her At-Large Senate seat. Due to current Senate composition, only members from Area II and Area V are eligible to fill the vacancy. In response to an email sent on October 7, 2009, Cathy received two nominations and one volunteer for the at-large Academic Staff Senate vacancy. Kathyrn Lomax (Area II) declined her nomination. Martin Chislom (Area V) requested more information about Senate in response to notification of his nomination. James Almquist (Area V) volunteered to serve the remainder of the 2008-2010 term. The committee decided to appoint James Almquist. **Valerie Cowling** will take James’ name to Senate for approval at the October 19 meeting.

4. Other

• **Term limits**

During the September 30 E&A meeting, we discussed the disparity between Faculty and Academic Staff committee terms. In most cases, Faculty have defined term limits where as Academic Staff do not. At the October 5 Academic Staff Senate meeting, Valerie asked Senate for input on the term limit issue. Senate made a recommendation that Elections & Appointments create a resolution to the issue and bring to Senate at a future meeting. Points discussed:
  o Faculty generally serve 3 year terms on Faculty Senate and in their committees. Should Academic Staff serve 2 year committee terms, like Academic Staff Senate?
  o Setting term limits on Academic Staff committee positions may encourage involvement.
  o Setting term limits may create more vacancies.
  o When do terms start? If they all start this spring, then vacancies will spike every 2 years.

Two term limit options were specifically mentioned:
  o Maximum of two 2-year terms, then the Academic Staff member must be off the committee for one term before being eligible to serve on the same committee again.
  o Notify Academic Staff at the beginning of term that E&A will consider them a member of the committee until told otherwise.

Cathy will contact Assessment Oversight and IRB, which are the only committees that mention term limits for Academic Staff. The term limit discussion will continue at the next meeting.

Next meeting will be Wednesday, November 18 at **1:45 PM** in Ullsvik 2007.

5. Adjourn

The meeting was adjourned at 1:58 PM.
Respectfully submitted,
Valerie Cowling