

February 14, 2014

Minutes of AALT Meeting – February 13, 2014

Present: Bill Heineman, Sharon McDermott, Shar Wofe, Janice Rogers, Ellen Wentland, Mark Reinhold, Donna Bertolino, Grace Young, Linda Shea, Judy Zubrow

Agenda:

- Prioritization of staff requests
- Other business
- Change in rank

### 1. Prioritization of staff requests

Eleven staff requests were listed and described on a spreadsheet provided to all. Attendees were asked to provide a brief explanation for the staff requests in their areas, after which participants were asked to vote on these requests. Each person was allowed 4 “Yes”, 4 “Maybe”, and 4 “No” votes.

Bill indicated that with the budget being tight this year, it was likely that only a minimal number of requests would be approved.

### 2. Other business

Grace talked about changes being considered to an academic standing policy related to students' ability to participate in certain off-campus activities if they are on academic probation or suspension.

Ellen asked the deans to schedule orientation sessions for upcoming program reviews as soon as possible, and also to let her know about dates to schedule programs that are not currently on the program review schedule.

### 3. Change in rank

Bill reminded the Deans that they must review the personnel files of the faculty members who are eligible in order to confirm their years of teaching experience and advanced degrees. This information becomes the basis for recommendations to change rank, or not. Steve Fabbrucci has provided the change of rank criteria as specified by the collective bargaining agreement.

*Submitted by Ellen Wentland*