Call to Order: 1:01 p.m. by Kelly Browning

Seating of Substitutes: None.

Old Business
a) Motion on IAS one time lump sum for 15-16. The Chancellor has already approved the payment of the one-time lump sum. The following motions were approved by the council regarding the details for the distribution of the lump sum.
   i) All Instructional Academic Staff that averaged 50% or more FTE during the 15-16 academic year who have a recent performance evaluation on the file along with the Performance Evaluation Cover Sheet or alternatively using the approved Instructional Academic Staff Performance Review template to indicate meritorious performance would qualify for the 15-16 one time lump sum merit distribution. This would be due by October 7, 2016 in Human Resources for a November payment. Motion was moved by Kathleen and seconded by Jennifer Sell. Unanimously approved.
   ii) The Instructional Academic Staff Performance Evaluation Cover Sheet will be used for the one time lump sum merit distribution. The motion was moved by Kathleen and seconded by Jennifer Sell. Unanimously approved.
   iii) The Instructional Academic Staff Performance Review template will be used for the 15-16 one time lump sum merit distribution. The motion was moved by Kathleen and seconded by Jennifer Sell. Unanimously approved.
   iv) Instructional Academic Staff qualify for the one-time 15-16 lump sum merit distribution, which will be prorated with the average FTE contracted during the 15-16 academic year. The following is the breakdown of the one-time lump sum.
      • SME (Successfully Meets Expectations) rating will be awarded $300 dollars
      • EE (Exceeds Expectations) rating will be awarded $500 dollars
      • E (Exceptional) rating will be awarded $500 dollars

If the lump sum distribution exceeds the funds available the Academic Staff Council will need to be consulted for re-distribution. The motion was moved by Kathleen and seconded by Jennifer Sell. Unanimously approved.

Note: Jennifer Elsesser, McKenna Pfeiffer and Rhonda Petree gave approval upon review of the agenda.
Appreciation Event – A reminder that the council will be hosting an Academic Staff Appreciation Party on August 31.

The next meeting will be held on September 20.

Meeting adjourned at 1:31pm. Moved by Kathleen Hunzer. Seconded by Kelly Browning. Unanimously approved.