

July 29 AP Contacts Meeting Agenda

July 2015 AP Contact Meeting

7/29/2015

1:00pm-2:30pm

Conference Room 7307

Exercise: Review of Current Practices to improve Efficiencies in Work Process

Example 1:	Bring one example from your department you find cumbersome and would like to improve the workflow/process.	Mindy/Tina
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Example 2:	Bring an example of a workflow or process you have streamlined to share with everyone.	
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Announcements

AP Staffing Changes	Earl Leaving MAE Dimple moving out of AP in ECE Bethany temping for Kati Potential AP Specialist Position in Dean's Office New Assoc Dean Ahmed Elgamal 9/1/15	Mindy
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2015 -16 Recruitments	Dean proposing next year's FTE's next week Asst recruitments separate from Assoc/Full Next meeting OADEO will present ID recruitment issues up front when possible Excellence Recruitment Joint hires	Open Recruitments; promotions for postdoc to proj sci possibility
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Updates to Website	New due dates for 15-16 have been posted Revised policy on review periods Layoff and Involuntary Reduction in Time JSOE BioBib Recruitment Calendar	
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ELSA/Salary Compressions	Submit ELSA requests in September Compression update	
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Reminders

Teaching Overload -Teaching overloads- AP is asking for Dept. standards for teaching overload request Tina

Instructional Teaching Workload -Please review the worksheet and send me any documents or updates

Submission Blink Updates -Submission of Sabbatical Reports
-Submission of Outside Professional Activities form
Update blink listings with new titles

Next Meeting -August: Planned Meeting with ADEO to discuss new recruitment processes and procedures tentatively scheduled for Friday 8/14.
