

Academic Staff Codification Committee

**Minutes**

December 8, 2022

MS Teams

11 am

Present: A. Azarian, J. Budny, K. Esguerra, E. Dietenberger, T. Howard (x-o), R. Trumbull  
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- I. *Call to Order.* K. Esguerra called the meeting to order at 11:00 am.
- II. *Automatic Consent.*
  - A. Agenda was approved as presented.
  - B. Approval of November 10, 2022, meeting minutes- Approved as presented.
- III. *Unfinished Business.* None.
- IV. *New Business.*
  - A. Academic Staff Codification Bylaws –Reviewed and discussed modifying language in Section 4 Absences. K. Esguerra will draft and share with the committee for consideration at the January or February meeting.
  - B. Other – Committee will cancel January meeting unless receive the proposed bylaws for the Non-Instructional AS Subcommittee.
- V. The meeting was adjourned at 11:23 am.