The CSC (Classified Staff Council) Planning Meeting was called to order at 9:03 am by Council Chair Michael Stadler.

Roll Call
The following members were in attendance:

Budde, Cindy – Biological Sciences
Bumgarner, Wade- Info Mgt. & Technology
Corbin, Cateline- Marcus Garvey Cultural Center
Connell, Denise – Economics
Gray, Morgan – Purchasing
Hayes, Tansi-Educational Leadership
Herndon, Alta – Purchasing
Johnson, Greg-Housing & Residential Life
Kerrigan, Lynette – School of Teacher Education
Kontour, Stephanie-Accounting
Lawrence, Heather – Academic Scheduling
Munholland, Shelly-School of Theater & Dance
Poszywak, Erin- Academic Support & Advising (PASC Rep.)
Schuman, Marlene-Graduate School
Shimokawa, Gail – University Libraries
Stadler, Michael – Facilities Mgmt/Transportation
Swick, Forrest – Info Mgt & Technology
Wheeler, Susan – Admissions

Absences:
Belinski, George – Human Resources (Excused Absence)
Dlug, Pat – NASS/APASS (Excused Absence)
Gray, Kim-Parking Services (Excused Absence)
Harris, Lorraine – Marcus Garvey Cultural Center (Excused Absence)
Shorter, Loy – Athletics (Excused Absence)

Michael Stadler announced that Stacy Sharp has resigned from CSC as she recently accepted an exempt position on campus.

Michael outlined the agenda as follows: the planning meeting is a more informal meeting designed to get input from all members re: direction for the upcoming 2012-2013 year, assign representatives to the various committees, set meeting schedule. CSC was started in the early 70’s and, by charter, is a ‘shared governance group’ on campus. As such we represent and advocate for classified staff across the university.

CSC Committee Assignments
Denise Connell gave a brief description of each CSC committee with a reminder that each CSC member is required to serve on at least one committee. Additionally, there are several external committees that need CSC representation-see below. Note: the banquet has been set for March 25th to work around District 6 spring break and the Higher Learning Commission conference. Marshall Parks advised Michael that the university will again sponsor the banquet.

Michael asked for volunteers and received the following:

Constitution & Elections (need 5): Denise Connell, Tansi Hayes, Wade Bumgarner *Need 2 more*
Public Relations (need 5): Lynette Kerrigan, Marlene Schuman, Stephanie Kontour *Need 2 more*
Fundraising (need 6): Cindy Budde, Morgan Gray, Shelly Munholland *Need 3 more*
Community Service (need 5): Susan Wheeler, Alta Herndon, Greg Johnson, Cateline Corbin, Tansi Hayes
Scholarship & Professional Dev. (need 5): Susan Wheeler, Cindy Budde, Gail Shimokawa, Heather Lawrence *Need 1 more*
Special Events (need 5): Morgan Gray, Kim Gray, Marlene Schuman, Shelly Munholland *Need 1 more*
Employee Recognition (need 6): Pat Dlug, Cindy Budde, Forrest Swick, Greg Johnson *Need 2 more*
Yard Sale (need 2): Heather Lawrence, Shelly Munholland, Denise Connell
External Committee Assignments

After a 10 minute break, Michael asked for volunteers to serve as CSC representatives to external committees and received the following:

- **APASS (need 1):** Pat Dlug
- **Bookstore Advisory Board (need 1-2):** Cindy Budde
- **Board of Trustees (need 1):** Michael Stadler
- **Campus Rec Advisory Board (need 2):** Gail Shimokawawa, Cindy Budde
- **CETL Advisory Board (need 1):** Susan Wheeler
- **Compensation Committee (need 2):** Forrest Swick, Lynette Kerrigan
- **Faculty Senate (need 1):** Susan Wheeler
- **Information Technology (need 1):** Alta Herndon, Tansi Hayes
- **Leave Share (need 2):** Stephanie Kontour, Michael Stadler
- **Parking Advisory (need 2):** Denise Connell, Forrest Swick, Catelin Corbin
- **PASC (need 1):** Denise Connell
- **Statewide Liaison Council (need 1-2):** Denise Connell, Michael Stadler (Note: any CSC member is welcome and encouraged to attend one of these meetings during the year. Please see Denise or Michael for more information)
- **Student Senate (need 1):** Michael Stadler
- **University Center Advisory Board (need 1):** Wade Bumgarner
- **Work Environment Task Force (need 2):** Cateline Corbin, Marlene Schuman

Michael will contact those absent from today’s meeting to make sure they have a committee and then will email an updated committee list. Any spots remaining open will be filled at our August meeting. You can join a committee at any point during the year, and, if it becomes necessary, you may resign from a committee by contacting the chair. If anyone experiences resistance about committee participation from their area supervisor please let Michael know so that it can be discreetly addressed. All committees should meet before the next CSC meeting to elect a committee chair. Committees are expected to meet at least once prior to the September CSC meeting. Committee members are encouraged to review their specific section in the by-laws. If changes are needed please submit them to the Constitution & Elections committee chair.

Meeting Schedule

Last year, CSC met from 8:15-9:45 on the 2nd Tuesday of each month. Prior to last year, meetings were traditionally on Wednesdays. Discussion re: the day/time for 2012-2013 meetings resulted in a consensus for meetings to be held the 2nd Thursday of each month from 8:15-9:45 am. The next meeting will be in the UC Council room. If anyone knows of a meeting space that can hold 20-25 people and is available for any of our monthly meetings, please let Lynette know.

Goals

Council asked by Michael to throw out any and all ideas for goals during the next year. The following were suggested:

- Strengthen communication to classified staff about what is going on campus-wide
- Increase co-worker participation in CSC events
- Build resources to better support council needs i.e. banquet gifts, scholarships and professional development funding
- Promote our new logo and CSC presence on campus
- Greater collaboration with PASC

Adjournment

The meeting adjourned at 11:00.

The CSC Planning Meeting minutes herein are respectfully submitted by Lynette Kerrigan.