

PASC Meeting Minutes

July 15, 2003

UC Conference Room

PRESENT: Chris Downen, Nancy Gray, Jen Griffin, Debra Holman, Joan Lamborn, Sherri Moser, Scott Schuttenberg, Teresa Sellmer, and Dan Socall

1. Schuttenberg called the meeting to order at 3:30 p.m.
2. Minutes from the June meeting were not available
3. Officer and Representative Reports:

President's Council - no report

Budget Meetings - no report

Treasurer's Report - The current balance for the PASC general account is \$4,811.76. We will need to set our 2003-04 budget at the retreat in August to determine if fundraisers are needed.

Secretary's Report - no report

4. Committee and Representative Reports:

PASC Salary Equity - Downen distributed Christina Aguilera's June 30 memo to President Norton and the PASC's Salary Equity Committee's memo dated July 14 to President Norton. Tom Gavin will work with Human Resource's Director, Marshall Parks, to implement recommendations. Ron Lambden will draft a revision to the Board of Trustees Policy Manual which will include PASC as a recognized governing body.

Student and Exempt Staff Scholarships - Socall will verify the progress of Professional Development Scholarship application process and report at the next meeting.

Communications Committee - Schuttenberg has volunteered to continue to update the PASC website for the upcoming year. He asked that all council members go to the website and verify their information.

Faculty Senate - no report

SRC - no report. Socall volunteer to continue as the PASC representative to SRC for the upcoming year.

SPEEC - Downen reported that SPEEC has met for their yearly retreat. Schuttenberg reported that Carla Engels, SPEEC President, has requested that PASC consider co-sponsoring 1/3 of the cost of the employee spring luncheon. This will be discussed at the August retreat during budget discussions.

By-Laws Committee - Gray distributed and reviewed proposed changes to the By-Laws. Items that need to be clarified further are election of officers and clarification of terms. More discussion will take place at the August retreat. Schuttenberg will invite SRC's Parliamentarian to the August meeting to help us with By-Laws interpretation and Gray will request a copy of SPEEC's By-Laws to assist with more accurate wording.

5. Old Business - Downen complimented Socall on the great job he did as MC at the PASC luncheon and the council encouraged Socall to be our MC again in the upcoming year.

6. New Business:

Election of Officers - The council had a very lengthy discussion re: the validity of election of officers. The current by-laws are unclear and confusing regarding when elections should take place and whether incoming or outgoing council members should elect the upcoming year's officers. The council decided to nominate a slate of officers which would be voted upon at the August retreat.

Slate of Officers for 2003-04

Co-Chairs: Jen Griffin and Sherri Moser (moved by Schuttenberg, seconded by Downen)

Vice President/Treasurer: Scott Schuttenberg (moved by Moser, seconded by Holman)
Sean Broghammer (moved by Schuttenberg, seconded by Gray)

Secretary: Teresa Sellmer (moved by Holman, seconded by Downen)

PASC Retreat - August 11, High Plains Room, Nottingham Field - 9 am - 4 pm

Tentative agenda includes elections of officers, discussion of by-law revisions, 2003-04 budget, and committee assignments. Schuttenberg will send an email detailing responsibilities of current committees and what PASC representation is needed on various university committees. Schuttenberg and Griffin will finalize arrangements for retreat.

7. Announcement/Department Updates - Moser announced Athletic's Department Reverse Raffle tickets (October 10) are now on sale and that the Alumni Association is requesting a PASC representative to their Board of Directors.
8. Adjournment - 4:50 pm

Respectfully submitted,
Sherri Moser, Acting Secretary

Next meeting date: Annual Retreat -- Monday, August 11, 9 am - 4 pm
High Plains Room, Nottingham Field