

## PASC

Below are the minutes of the February 11, 2004 PASC meeting held in Spruce B&C at 12:00 p.m.

Members Present: Diane Algiene-Henry, Sean Broghammer, Nancy Gray, Jennifer Griffin, Deb Holman, Gary Huffines, Joan Lamborn, Sherri Moser, Craig Rasmuson, Scott Schuttenberg, and Teresa Sellmer.

Members Absent: Sandi Coleman, Chris Dowen, and Dan Socall.

1. Moser called the meeting to order at 12:00 p.m.
2. The January 14, 2004 minutes were read and approved.
3. Officer Reports:
  - a. Chair: Griffin reported the following concerning Charting the Future:
    - The comments from the January 20<sup>th</sup> and 29<sup>th</sup> forums are on the CTF website.
    - A third Leadership Summit was held February 6<sup>th</sup>. The agenda for the Leadership Summit included group discussions covering nine topics. Each group was lead by a member of the Design Team.
    - Griffin and Moser will meet with the Design team today.
  - b. Vice Chair/Treasurer: The treasurer's report was read and approved; the current balance is \$4834.08. Broghammer said that approximately 25-30 people have contributed to PASC through Team UNC; he will have a current report and the exact number by the end of the week.
  - c. Secretary: Human Resources is in the process of creating a current list of exempt staff for the Elections committee and the Recognition Luncheon committee. Lamborn has volunteered to help classify those staff members who will be recognized at the Recognition Luncheon.
4. Committee Reports and Representative Reports:
  - a. Recognition Luncheon: (Gray) The committee met and decided the following: 3 choices available for the main course; PASC will pay for the meals of the people honored for years of service; cost per meal is \$15.00.
  - b. Employee of the Year: (Lamborn) Announcements of the award will be distributed two months before the recognition luncheon. The application deadline will be a month before the luncheon to allow time to select the awardee and order the plaque. Lamborn will send a message to the PASC listserv asking for two committee volunteers to participate in the selection process. Lamborn also agreed to be the person responsible for ordering the gifts for PASC members to be recognized for years of service along with the plaque for the Employee of the Year.
  - c. Grants & Scholarship: (Schuttenberg) The timeline for grants and scholarships will be revised. In the past, the dependent scholarship application was due around March 1; the revised flyer will be posted soon. In regards to the Professional Scholarship, the past deadline for application has been in May, but an earlier application deadline will be established.

- d. Procedures Manual: (Moser) A draft of the manual should be completed by the next meeting.
  - e. Elections: (Moser) The committee will meet before the March meeting and report findings concerning Council positions. Nominations will be accepted between April 1<sup>st</sup> and April 15<sup>th</sup>. Elections will take place April 16<sup>th</sup> thru April 30<sup>th</sup>. New Council members will be invited to the May 18<sup>th</sup> and June 9<sup>th</sup> meetings.
  - f. Faculty Senate: (Sellmer)
    - i. Faculty passed an amendment abolishing the University Curriculum Council.
    - ii. Concerning the State personnel system, the Senate unanimously passed the following motion: The senate will ask the President “to establish a University-wide task force to study and share information regarding the Colorado Commission of Civil Service Reform recommendations and the potential impact on the University. The task force would be composed of representatives from all campus governance groups and the Offices of Human Resources, University Council, and Budget in addition to other representatives deemed necessary.”
    - iii. CCHE has approved 81 courses for general education transfers.
    - iv. CCHE is requiring the University to fix all degree programs that exceed 120 hours; degree programs for education majors must not exceed 126 hours.
    - v. CCHE each year identifies programs with low enrollment. UNC has four programs this year. In the past, UNC had five wild cards; this year the number has been reduced from five to three. UNC has its own low enrollment criteria; there are six programs on the threshold.
    - vi. Provost Huang presented the Separation Agreement Proposal to the Senate.
    - vii. The Joint Retrenchment Committee received the last of the UNC’s financial analysis reports. The JRC has requested data from Tom Gavin and will begin its work of finding alternatives in case RIF is called for.
    - viii. The senate is working on an amendment addressing the membership of Graduate Faculty to Graduate Council.
  - g. Alumni Association: (Holman) President Norton was at the January 29<sup>th</sup> meeting to update the association on the state of the university's budget and the campus Charting the Future process. Reports and updates were given for activities in PASC, SPEEC, and the UNC Foundation. Movement continues on bringing the Alumni Association under the Foundation, although many details have yet to be sorted out not the least of which is whether Alumni Association employees will leave the state system to become employees of the Foundation. Currently, the only concrete change scheduled to take place between both organizations is the relocation of the Alumni Association office to the Judy Farr Center by this coming fall.
  - h. Brown Bag Luncheons: (Griffin) Brown Bags are scheduled through April. The last Brown Bag will be in May; Brown Bags will resume in September. Twenty-five people attended the January Brown Bag.
5. Old Business:
- a. Bobblehead Bears: (Moser) Barnes & Noble has agreed to display a Bobblehead Bear. Fifty more bears will be ordered. An email was sent via the Everyone Listserv; those wanting to purchase a bear should contact Moser.

- b. SPEEC Letter: (Moser) The letter supporting SPEEC'S request to form a campus-wide task force regarding the Colorado Commission on Civil Reform initiatives was sent to President Norton. Algiene-Henry said SPEEC representatives met with President Norton, and she agreed to participate and discuss the situation at a Brown Bag luncheon, which is scheduled for tomorrow.
- 6. New Business: (Moser) Council members were given a copy of UNC's Self-Study Process, which contains NCA's criteria. Council members were asked to share this report with their areas.
- 7. Announcements/Department Updates:
  - a. Griffin invited all to attend the "Academic Integrity" conference on February 20<sup>th</sup> here at UNC. Deadline for reservations is February 13<sup>th</sup>.
  - b. Lamborn announced that the library will have a coffee cart opening soon.
- 8. The meeting adjourned at 12:55 p.m.