

May 12, 2004  
PASC Meeting Minutes

Representatives in attendance: Moser, Griffin, Coleman, Downen, Gray, Holman, Lamborn, Schuttenberg, and Socall

Representative excused: Broghammer, Rasmuson, Rush, Sellmer

SPEEC and Faculty Senate Representative in attendance: Algiene-Henry and Huffines

1. Call to Order—The meeting was called to order at 12 pm by Moser.
2. Review and approval of minutes—Downen moved; Schuttenberg seconded; and the minutes were approved.
3. Officer Reports
  - a. Chair

Griffin reported on several items, including the Board of Trustees Work Session on April 16, 2004; the Board of Trustees meeting on May 4, 2004; and the President's Council meeting on May 11, 2004.

**Board of Trustees Work Session**—The two main topics for this session were tuition/pricing and Charting the Future. Pricing for the coming academic year will remain flat, based on academic year 03-04 pricing.

**Board of Trustees Meeting**—A budget work session preceded the regularly scheduled meeting. Providing equity between athletic and academic scholarship awards was discussed. The Student Representative Council's student fee allocation process this academic year was also a point of concern. There are 27 retiring faculty for academic year 03-04. The Charting the Future report was approved by the board.

**President's Council**—There were a number of varied topics and updates at the council meeting.

- ✓ The state legislature passed the tuition voucher bill, and the governor is expected to sign it into law. As the law is implemented, UNC will be reevaluating the tuition and related pricing for students, and it is expected that UNC will see increased tuition prices and a per credit hour rate beginning in FA05.
- ✓ Legislation for the state universities to opt out of the state classified system did not pass; however a house bill containing revisions to the classified system did pass and will go to the voters in November.
- ✓ NCA has been renamed the "Higher Learning Commission"; two consultants visited UNC over the past two months and have suggested revisions to the campus report that is due in June. The site visit is scheduled for September 20-22, 2004 with nine visiting members from the committee.

- ✓ No raises for exempt staff have been designated for FY 04-05; however, there may be some one time monetary awards given to employees within their departments.
- ✓ The Charting the Future Report was approved by the Board of Trustees. A transition plan is being finalized, and a proposed committee structure for next year's implementation work is being prepared. The plan and proposed committee structure can be viewed on the Charting the Future website.

b. Vice Chair/Treasurer

The treasurer's report was not available, but it is expected to be posted online on the PASC website by week's end.

4. Committee Reports and Representative Reports

- a. PASC Recognition Luncheon—Gray reported that 65 folks have RSVP'd to date. President Norton will attend. The luncheon is scheduled to begin at 11:30 am on Tuesday, May 18 in the UC Panorama Room.
- b. Election Results—Schuttenberg shared the election results from the recent PASC elections. Six individuals were elected, and one additional person needs to be elected as an Academic Affairs representative. Professional staff elected will serve from 04-06.

Academic Affairs

Julie Posselt  
Libby Kasper  
Chris Peterson

Finance & Administration

Lori Brachtenbach  
Scott McLean  
Montez Butts

- c. PASC Employee of the Year & Recognition Awards—Lamborn reported that an Employee of the Year has been chosen, and that individual's name will be announced at the PASC Luncheon. Recognition awards have been purchased with pins going to employees with 5 and 10 years of service; paw-print paperweights to those with 15 years of service; a portfolio with the UNC logo and a brass name plate to those with 20 years of service; clocks to those with 30 years of service; and Cross brand pens to those who are retiring.
- d. PASC Grants & Scholarships—A \$400 Professional Staff Dependent Scholarship winner has been chosen and will be announced at the PASC Luncheon. Schuttenberg reported that there is \$300 available for a Professional Development Grant for next fiscal year. It was suggested that applications should go out as soon as possible and be due back to the Grant and Scholarship Committee by June 15<sup>th</sup> so that a decision on an awardee can be made before the beginning of the fiscal year.
- e. SPEEC—Downen reported that the SPEEC/PASC Picnic is scheduled for Thursday, May 13 in the UC Ballrooms. SPEEC will hold its annual yard sale on Saturday, May 15.
- f. PASC Procedures Manual—Moser requested that updates to the procedures manual should be sent to her by e-mail. She will continue to incorporate the documents into the manual and have it available for next years PASC representatives.

5. Old Business

- a. SPEEC/PASC Picnic Volunteer Update—Confirmations were made with those representatives who have volunteered to help at the upcoming picnic. It was also noted that bobblehead bears will be available for sale at this event.

6. New Business

- a. University Budget Development Meeting Report—Lamborn represented PASC at the recent budget meeting. A review of all department budget worksheets was completed at this meeting. One time funding in the amount of \$926,000 has been identified to support instruction. There was also discussion on the auxiliaries budget and on the student tech fees.
- b. Brown Bags for Fall—Holman reported that an October brown bag has already been scheduled with Helen O’Keefe from International Education. Socall volunteered to talk about Internet Addiction at the November brown bag. Solicitations for additional brown bags for FY 04-05 will continue.
- c. PASC Transition Meeting—The PASC Transition meeting has been scheduled for June 23<sup>rd</sup> from 10:30 am to 12:30 pm in the UC Council Chambers. Proposed agenda items for the meeting included:
  - ✓ Election of 04-05 PASC officers
  - ✓ PASC committees and representative appointments
  - ✓ Charting the Future and related required bylaws submission next years
  - ✓ Maintaining consistency/practices established by recent PASC representatives
  - ✓ Professional development opportunities for 04-05 inc. PASC brown bags
  - ✓ Setting the dates for the July retreat and fall PASC meetings

Holman recommended that the newly elected representatives should be contacted, welcomed to the council, and given some advance information on the planned election of officers and proposed discussion on committee and representative appointments. There was agreement with this recommendation, and the names of the six newly elected representatives were each give to current representatives so that phone calls could be made.

7. Announcements/Department Updates—Everyone was reminded of the dates and times for the upcoming SPEEC/PASC Picnic and the PASC Luncheon.

8. Adjourn—The meeting was adjourned at 1:15 pm.

Respectfully submitted,

Debra K. Holman