

## PASC

Below are the minutes of the June 23, 2004 PASC meeting held in the UC Council Room at 10:30 a.m.

Members Present: Sean Broghammer, Sandi Coleman, Chris Downen, Jennifer Griffin, Deb Holman, Gary Huffines, Joan Lamborn, Sherri Moser, Scott Schuttenberg, and Teresa Sellmer.

Members Absent: Diane Algiene-Henry, Nancy Gray, Craig Rasmuson, Tobias Rush, and Dan Socall.

1. Moser called the meeting to order at 10:30 a.m.
2. The May 12, 2004 minutes were read and approved.
3. Officer Reports:
  - a. Chair: (Griffin and Moser) The chairs welcomed the following new members: Lori Brachtenbach, Montez Butts, Scott McLean, Libby Kasper, Julie Posselt, and Chris Peterson. Likewise, the chairs thanked out-going members for all of their work and dedication to PASC.
    - Board of Trustees: (Griffin)
      1. Dick Monfort was re-elected as Chair; Kevin Smith was elected as Vice-chair.
      2. Robert Miller completed his report and recommendations concerning the Recruitment of Athletes. Recommendations include: 1) establish a clear set of rules for all recruits which address such topics as alcohol usage, sexual harassment, sexual assault (including acquaintance rape), drug usage, strippers, visiting bars, and violation of state, federal and local laws; 2) criteria for selecting hosts should be specific and may include consideration of academic performance, geographic or other routine and similar interests in common with recruit; 3) establish written and signed exit interviews for both recruit and host regarding itinerary and the activities engaged in by the recruit and host and a certification of the compliance with the stated rules and policies; 4) continue the current policy of limiting to one night the overnight stays of recruits on campus. For a complete report, contact Griffin.
      3. President Norton reported on HB 1009 which included UNC exempting itself from Risk Management, State Procurement, and Fleet Management; an audit will be conducted. Norton also discussed the UNC's implementation of the College Opportunity Fund (voucher) in which there are three parts to consider: 1) Level of Stipend, 2) performance Contracts, and 3) Fee for Service. The Transition Plan for Charting the Future implementation, according to President Norton, includes: 1) a Transition Team of temporary task forces and 2) an expanded audit of the Cultural Centers to include Student Support Services.

4. Classified employees will receive a mandated 2% across-the-board salary increase as well as an average 1% performance pay. Faculty and exempt staff will receive a one-time salary supplement to match the 2% classified base increase; this amount will be distributed in a lump-sum in September.
  - b. Vice Chair/Treasurer: (Broghammer) The treasurer's report was read and approved; the current balance is \$3,582.43; PASC Scholarship account balance is \$1,741.61. To date, PASC employees provide approximately \$60.00 a month to the scholarship fund through Team UNC.
4. Committee Reports and Representative Reports:
  - a. Fundraising: Bobblehead Bears will be sold at the remaining Discover Orientations. Broghammer will set up a display for the parents who stay in the residential hall.
  - b. Recognition Luncheon: (Moser) Several positive comments were received after the luncheon; several people commented on how nice it was to have three entrée choices. There were 91 attendees—24 of whom were honorees. The program by Dan Socall and the Counseling Center was enjoyed by all. Thanks to Rob Hallquist for providing the music and to the following committee members: Nancy Gray, Debbie Holman, Nancy Kauffman, Joan Lamborn, Patricia Noteboom, and Teresa Sellmer.
  - c. SPEEC: (Downen) A breakfast will be held on June 25<sup>th</sup> for out-going and new members.
  - d. PASC Procedures Manual: (Moser) Next year's Council will have a completed manual; Griffin and Moser volunteered to finish the manual by August.
5. Old Business: None
6. New Business:
  - a. New Evaluation System: Julie Nava from Human Resources presented two Exempt evaluation plans; both plans will be implemented this fiscal year. The "Performance Plan/Evaluation Form" replaces the current MBO form. The "360 Degree Feedback" form is an evaluation system whereby a variety of sources, such as peers, subordinates, self, and supervisor evaluate an exempt employee. Council members were asked to review both forms and to provide feedback to Julie via email.
  - b. Election of Officers: Moser provided clarification concerning the election of officers: "both outgoing and new members can nominate officers, but only new members can vote." 2004-05 PASC Officers are as follows:
    - Chair: Joan Lamborn
    - Vice Chair/Treasurer: Chris Peterson
    - Secretary: Debbie Holman
7. Transition Items:
  - a. Brown Bags for Fall: Brown Bags are scheduled for this fall; Holman will continue to coordinate these presentations.
  - b. Committee Interests: Appointments to Campus committees will be finalized at the PASC Retreat. New members were asked to look at the PASC website for possible committee assignments.
  - c. Fall Retreat Date: July 19<sup>th</sup> from 8:00 am to 12:00 pm.

- d. Monthly Meeting Date and Time: To be determined at PASC Retreat.
- 8. Announcements/Department Updates:
  - a. Moser thanked Faculty Representative Gary Huffines for serving on the Council this year.
  - b. McLean said parking passes can be ordered online starting July 1<sup>st</sup>.
  - c. Coleman will provide a presentation for those who want information concerning “outside vendors.”
  - d. Retirements: a reception for Norm Lawrence will be held on July 1<sup>st</sup>, and a reception for Jane Romy will be held on June 30<sup>th</sup>.
- 9. The meeting adjourned at 11:40 a.m.