

PASC

Below are the minutes of the November 12, 2003 PASC meeting held in the UC Yampa room at 12:00 p.m.

Members Present: Diane Algiene-Henry, Sean Broghammer, Sandi Coleman, Nancy Gray, Jennifer Griffin, Deb Holman, Joan Lamborn, Craig Rasmuson, Scott Schuttenberg, Teresa Sellmer, and Dan Socall.

Members Absent: Chris Downen, Sherri Moser, Tobias Rush, and Gary Huffines

1. Griffin called the meeting to order at 12:05 p.m.
2. The October 8, 2003 minutes were read and approved.
3. Jennifer Griffin introduced the newest PASC Council member, Sandi Coleman.
4. Officer Reports:
 - a. Chair: Griffin asked for comments on the Charting the Future report emailed to council members. She said the report would go out on the PASC listserv for comments before being finalized and submitted to the CTF website. It was suggested that Griffin go over forum notes to make sure all comments were included in the report. Griffin also gave reports from the Board of Trustees and presidents Council:
Board of Trustees meeting:
 - 1) Maintenance priorities approved such as the heating and air conditioning in Kepner.
 - 2) Capital construction priorities were discussed; the first priority is Bishop-Lehr.
 - 3) Election of chair—Dick Monfort was re-elected.Presidents Council:
 - 1) Faculty Senate Retreat held August 22. Nancy Sullivan from Lee Hecht Harrison Company was hired to facilitate the retreat, which was described as "worthwhile" and "exciting". The retreat consisted of an exchange of ideas, issues important to university, and improving communication. A final report was prepared by Lee Hecht Harrison. Anyone wanting a copy of the report can contact Vicki Garcia at the Senate office.
 - 2) The Power of Executing Greatness conference (satellite telecast) was offered to the Leadership Summit members on Nov. 5. The conference was open to other staff after Oct. 22 if space was available.
 - 3) Charting the Future update: Ellie Gilfoyle reported the website is up and running and all input received from the first summit meeting has been put on the website with the appropriate answers. She also stated that the design team looked at all questions carefully and have included comments to the report format. More meetings have been added to the process for communication purposes and leadership summits. Design team members are available to come to meetings if needed and two "question fests" will be held to address additional questions as departments are compiling their reports. Again, Ellie urged that confidentiality will be maintained.
 - b. Vice Chair/Treasurer: The treasurer's report was read and approved; the current balance is \$4335.92; this amount does not include football program sales of

approximately \$430.00. Schuttenberg and Broghammer discussed committee budgets with Council. All committee budgets were reviewed and revised as needed. In the spirit of cooperation, Algiene-Henry mentioned that SPEEC would support a donation for the SPEEC picnic instead of a set amount. Fundraising was also discussed. The Council will sell UNC bobbling bears and promote contributions to Team UNC. Broghammer suggested that all PASC members be asked to donate \$1.00 a month to Team UNC. Monies will be split, 50% to operating budget and 50% to scholarship fund. Other suggestions for fundraisers were face painting at football games, a raffle, and discount cards for restaurants.

c. Secretary: no report

5. Committee Reports and Representative Reports:

- a. Faculty Senate: Sellmer reported that the Senate discussed items such as the revised Admission Index chart, new transfer guidelines, and problems in Webster's pre-requisite system. She also mentioned that the Design Team has asked the Deans to create a report that will demonstrate how each college can cut 15% from its budget if it becomes necessary.
- b. Governance Social: Griffin said the Social is planned for Dec. 3 from 3-4:00 pm. Leaders of the four governance groups will plan the event. Each group is asked to RSVP to Griffin as to how many plan to attend.
- c. By-laws Committee: Gray presented the final by-law revisions. Coleman moved to approve the by-laws; Broghammer seconded. Motion passed. It was suggested that a "Procedures of Elections Process" section be added to by-laws. When this process is completed, the by-laws will be amended. An election committee was created to work on this process. Schuttenberg, Broghammer, Moser, and Sellmer were appointed to the committee.
- d. Parking Advisory: Broghammer reported the following from Parking Advisory meeting:
 - 1) Houses in the area of 22nd street and 23rd avenue will be demolished; a new parking lot is planned for fall.
 - 2) 100 spaces have been added on the West Campus lot.
 - 3) The board plans to expand Q lot in 2005.
 - 4) There is unrestricted parking on 10th street from 20th to 16th; no passes are needed.
 - 5) One full-time parking enforcement officer has been hired; plans include hiring two new employees next year; these new employees are not students.
 - 6) Next year, we can anticipate a small increase in the cost of a parking pass.
- e. SPEEC: Algiene-Henry discussed SPEEC's CTF report. The report will include issues such as voting rights and the continuation of community involvement. Algiene-Henry also reminded the Council of the Civil Service Reform Commissions stand on three issues that will affect SPEEC employees: 1) allowing higher education to opt out of state system, 2) retention rights, and 3) the impact on PERA if the state has a fewer number of state employees.
- f. Communications: Holman presented information on the PASC listserv concerning e-mail protocol, ownership, and subscriber process.

6. Old Business:
 - a. Brown Bag Lunches: Flyers have been sent out concerning this semester's lunch discussions.
 - b. Football Game: PASC will not sell the programs at the Nov. 15th football game.
7. New Business:
 - a. No new business
8. Announcements/Department Updates: Schuttenberg announced the Recreation Center's Faculty Appreciation Week. Faculty can use the center free of charge the week after finals and receive a 5% discount if they sign up for a year's membership.
9. The meeting adjourned at 1:32 p.m.