

PASC

Below are the minutes of the September 10, 2003 PASC meeting held in the UC Council room at 12:00 p.m.

Present: Diane Algiene-Henry, Sean Broghammer, Chris Downen, Nancy Gray, Jennifer Griffin, Deb Holman, Joan Lamborn, Sherri Moser, Craig Rasmuson, Tobias Rush, Scott Schuttenberg, Teresa Sellmer, and Dan Socall.

1. Griffin called the meeting to order at 12:05 p.m.
2. The August 11, 2003 minutes were read, amended, and approved.
3. Officer Reports:
 - a. Chair: Griffin reported that St. Aubyn resigned her PASC University Advancement council seat. Schuttenberg suggested that PASC ask for nominations via email and send out ballots via campus mail.
 - b. Vice Chair/Treasurer: The treasurer report was read and approved; the current balance is \$4653.02. Broghammer mentioned that this balance does not reflect an additional \$201.00 earned from football program sales.
 - c. Secretary: Committee chairs and representatives were asked to send a copy of their reports to the secretary after each meeting.
4. Committee Reports and Representative Reports:
 - a. President's Council: Moser reported that the council discussed NCA accreditation and "Charting the Future" and 2003-04 Young Alumni Leaders were introduced.
 - b. PASC Grants and Scholarships: A letter of appreciation from PASC scholarship recipient Josh Ball was read. Schuttenberg, Rush, and Rasmuson were appointed to replace St. Aubyn on the committee.
 - c. Faculty Senate: A Senate resolution concerning a statement on the ethical responsibilities of UNC employees was discussed and approved. Faculty Senate will ask UNC Governance groups to endorse this statement.
 - d. Governance Social: Griffin asked that all governance representatives solicit input from their legislative bodies as to interest in a Governance Social this year.
 - e. Fall Reception: The Fall Reception will be held on September 30th. Invitations have been sent to members. Holman volunteered to create sign-up lists of volunteer opportunities for each committee; the lists will be available to members at the reception.
 - f. By-laws Committee: Moser reported that per President Norton, Foundation employees are no longer considered UNC employees; thus, the Foundation will no longer have a representative on PASC Council. It was suggested that we establish an Ex-officio position for the Foundation. During this revision process of PASC by-laws, Gray reported that she is examining CU and CSU's exempt governance groups' by-laws.
 - g. Alumni Association: Holman informed the council that PASC will have representation at future Alumni Association Board meetings. Holman will represent PASC.

- h. SPEEC: SPEEC will continue to hold its Brown Bag discussions this year. Fundraising initiatives this year include the sale of Pizza Pals and candy bars as well as the recycling of cell phones and toner cartridges. Algiene-Henry encouraged the council to read the Colorado Civil Service Reform Committee's report, which contains a memo regarding Higher Education opting out of the state personnel system. The report can be found at:
<www.colorado.gov/dpa/cs/src/HigherEdcommrpt>.
 - i. PASC Listserv: Lamborn reported on her conversation with Jeanette Vangalder from Information Technology about the PASC listserv. Vangalder strongly recommended that professional administrative personnel not be subscribed to the PASC listserv automatically. Instead she recommended that professional administrative employees be invited to subscribe to the PASC listserv. An invitation will be sent to all professional exempt employees. Vangalder raised a second issue about the PASC listserv--should the list be moderated. It was decided that the listserv would begin as an unmoderated one. If it became necessary later, the list could be moderated.
5. Old Business:
- a. PASC Mission Statement: Gray moved to approve the amended PASC mission statement. The motion passed
 - b. CD-Roms: Discs that contain last year's PASC information were distributed to all members. Schuttenberg suggested that the council continue to compile this year's information, and he will create a 2003-2004 CD-Rom. He asked council members to continue to send him such information as flyers, agenda, reports, and budgets.
 - c. Committee Budgets for 2003-2004: Griffin reminded committees that they should submit their budget requests to her by Oct. 7th, 12:00 p.m. Schuttenberg and Broghammer volunteered to create and submit an expense budget for additional events and expenses.
 - d. Procedures Manual: Moser reminded each committee to appoint a chair. The chair should provide Moser with the following: committee's purpose, goals, and notes concerning year-to-year activities.
6. New Business:
- a. "Charting the Future": Griffin reported on the President's visit to PASC on Sept. 9th. The President invited PASC to prepare its own report for the Comprehensive Plan.
 - b. Bear Number: Use of student Bear Numbers in lieu of social security numbers will begin Oct. 16th.
 - c. UNC Branding Platform: Moser explained UNC's "brand" and the process of internalizing the brand; everyone should incorporate the brand "UNC is Colorado's Best University Experience" into all documents if possible.
7. Announcements/Department Updates: Schuttenberg asked for volunteers for the September 20th football game.

8. The meeting adjourned at 1:35 p.m.