



## **Professional Administrative Staff Council (PASC)**

### **Meeting Minutes September 6, 2006**

**Council Members Present:** Vince Carter, Jenna Finley, Amanda Garcia, Nancy Gray, Libby Klingsmith, Vicki Mossman, Michelle Tyson

**Council Members Absent:** Woody Myers, Rene Oya, Scott Schuttenberg

#### **1. Call to Order**

Finley called the meeting to order at 4:05 p.m.

#### **2. Review and Approval of Minutes**

The meeting minutes from August 9, 2006, were approved.

#### **3. Officer Reports**

Co-Chairs – No report

**Treasurer** - Schuttenberg was absent but had sent his report had no new report. There has been no new income or expenses during the past month.

**Secretary** – No report

#### **4. Committee Reports**

- **By-Laws:** Rene Oya - No report.
- **Communications:** Vince Carter and Woody Myers  
Carter reported that he is working on the listserv and will be sending out a message soon. He will put information regarding the Brown Bags on the PASC website.
- **Elections:** Vicki Mossman  
No report
- **Salary Equity Committee:** Nancy Gray and Joan Lamborn  
The committee has not met again since our last meeting. The committee plans to report on their work thus far to President's Council in the near future.
- **Fall Event:** Nancy Gray and Jenna Finley  
Gray indicated she would like to see this event continue.

- **Governance Event:** Nancy Gray and Jenna Finley  
No report
- **Recognition Event:**  
No report
- **Brown Bag Lunch Series:** Rene Oya and Amanda Garcia  
They have met and have scheduled the first brown bag for September 21<sup>st</sup> from 11:30-1 at the University Center Tobias Guzman will do a presentation titled “Understanding Facebook: The Virtual Social Network.”

October 19<sup>th</sup> has been scheduled for Scott McLean to speak about the history of the buildings on campus.

Klingsmith has investigated the idea of a professional learning opportunity in the form of a book discussion group. The first meeting will be held on October 27<sup>th</sup>. The first book is called My Freshman Year by Rebekah Nathan. There will be a bookmark sent out to exempt staff and graduate students with information about the event and telling them about a discount available on the purchase of the book at the Book Stop.

- **Community Service:** Michelle Tyson  
There was some discussion about the PASC website providing a separate area to disseminate information about community events and community service opportunities.

It was agreed that PASC would be interested in doing a meal for the Guadalupe Center through SPEEC.

- **Employee of the Year:**  
No report
- **Fundraising:** Scott Schuttenberg  
(Nancy Gray/Rene Oya – coordinate sign-ups for parking)  
Gray shared what transpired for the first football game. We were unable to get volunteers to take parking money, so we did not participate. Oya has a group set up to do the next home game and is still working on the others.
- **Grants & Scholarships:**  
No report
- **Alumni Association:** Amanda Garcia  
Garcia met with Mike Johnson from the Alumni Association and learned a great deal about what the Association does. She said it is their goal to build more personal relationships with UNC alum’s. They sponsor tail gate parties for each home game at a cost of \$8 per member. Guests are \$10. It costs \$40

a year to be a member of the Alumni Association. It was suggested that it would be nice to find out how many of UNC's professional exempt staff are UNC alumni.

## 5. Liaison Reports

- **Board of Trustees:** Nancy Gray  
No report. Their retreat is September 9<sup>th</sup>. Gray plans to attend.
- **Bookstore Advisory Board:** Amanda Garcia  
No report
- **Faculty Senate:** Rene Oya  
No report. Oya was unable to be at the PASC meeting today because Faculty Senate was meeting at the same time. .
- **Parking Advisory Board:**  
No report
- **President's Planning Council:** Jenna Finley  
No report
- **Student Representative Council (SRC):** Michelle Tyson and Vince Carter (alternate)  
Tyson reported that Provost Huang was in attendance at the SRC meeting. He shared that the search is underway for the vacant Dean of Students position.
- **State Personnel Employees Executive Council (SPEEC):** Vicki Mossman, Rene Oya (alternate)  
Mossman reported SPEEC made some changes to their committee structure.. They also discussed getting a generic e-mail address for SPEEC and IT said they would be willing to set up a listserv for SPEEC with the output going to a couple of designated individuals. They discussed putting photos of their members on the website to help people put a face to a name. They are not doing ticket taking at the football games this year but may work concessions. SPEEC is signed up to serve a meal at the Guadalupe Center the first Thursday of every month from September – June. They have a few of the dates covered so far.
- **University Center Advisory Board:** Vince Carter and Michelle Tyson (alternate)  
No report. Has not met.

## 6. Old Business

- **Additional PASC Representatives**
- Gray reported that Corey Edwards has left the University. We still have several vacancies on the Council. There was some discussion about possible

people who might be interested in serving. Gray and Finley will continue working on this.

## **7. New Business**

- **Committee Assignments**

With Edwards leaving the University, Klingsmith has agreed to take his place for the Recognition Event and the Grants & Scholarships.

- **Convocation**

Convocation will be held to celebrate the new academic year at 4 p.m., Tuesday, September 19, at the Garden Theater. President Kay Norton will give the State of the University address during the ceremony. A reception will immediately follow on the south lawn of Gunter Hall.

- **Diversity Initiative**

The diversity consultants from Denver will plan to come to our October meeting.

- **Faculty Senate Salary Committee**

It was agreed that Helen Reed would continue serving on this committee as PASC's representative and would communicate information to the Council as necessary.

## **8. Adjourn**

The meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Vicki Mossman  
PASC Secretary