



Professional Administrative Staff Council (PASC)

Meeting Minutes February 7, 2007

Council Members Present: Vince Carter, Michelle Fargher, Jenna Finley, Amanda Garcia, Nancy Gray, Vicki Mossman, Rene Oya, Scott Schuttenberg, Michelle Tyson

Council Members Absent: Becky Broghammer, Libby Klingsmith, Woody Myers, Evan Welch

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 December 6, 2006, were approved as presented.

3. Officer Reports

Co-Chairs – No report

Treasurer - Schuttenberg distributed his report. Current balance is \$2,147.25 with \$2,235.61 in the Foundation account.

Secretary – No report

4. Committee Reports

- **By-Laws:** Rene Oya and Scott S. will meet and discuss potential changes to the Bylaws regarding the distribution of PASC membership from the various administrative areas of campus. They will report their recommendations at the March meeting.
- **Communications:** Vince Carter reported he is updating website and sending out listserv information as necessary.
- **Elections:** Vicki Mossman indicated she will begin working on items necessary for the upcoming election.
- **Salary Equity Committee:** Nancy Gray and Joan Lamborn – Gray reported the Compensation Commission will begin meeting again some time this semester.
- **Governance Event:** Nancy Gray and Jenna Finley – Gray indicated those attending the event indicated they would like to meet again this spring.

- **Recognition Event:** Michelle Tyson will reserve the Panorama Room for this event for the week of May 21st.
- **Brown Bag Lunch Series:** Rene Oya and Amanda Garcia
Oya suggested holding this event in the same location each time. There was some discussion about co-hosting with SPEEC due to low attendance at these events in the fall. John Vestecka is the contact person from SPEEC
- **Community Service:** Michelle Tyson reminded the group that PASC is scheduled to prepare and serve dinner at the Guadalupe Center on May 3rd.
- **Employee of the Year:** Vince Carter will bring the nomination form utilized last year to the March meeting and we will accept nominations shortly after the March meeting.
- **Fundraising:** Scott Schuttenberg
The consensus was that we should focus our efforts on increasing donations to our scholarship fund for the remainder of the year. Gray will work on a letter to be distributed to exempt staff encouraging them to sign up for payroll deduction or do a one-time donation to our Foundation account. The donation form will be included in the mailing to make it as simple as possible for people to participate. It was suggested that including testimonials of how these scholarships had made a difference in people's lives might encourage people to donate.
- **Grants & Scholarships:** Libby Klingsmith
There was some discussion and it was decided that the PASC professional development grant could not be used to apply to tuition to attend classes.
- **Alumni Association:** Amanda Garcia distributed information about Team UNC plans for 2006-2007.

5. Liaison Reports

- **Board of Trustees:** Nancy Gray – Meets on Friday
- **Bookstore Advisory Board:** Amanda Garcia – Will meet next week
- **Faculty Senate:** Rene Oya
Oya reported that they voted to delay implementation of the plus/minus grading system and potential impact on students' financial aid. There was also discussion about the diversity initiative on campus.
- **Parking Advisory Board:** Michelle Fargher agreed to be the PASC representative to this group.

President's Planning Council: Jenna Finley

Finley reported that so far the emphasis of the group has been reviewing the academic plan with emphasis on the budget process.

- **Student Representative Council (SRC):** Michelle Tyson and Vince Carter (alternate) – see discussion under New Business
- **State Personnel Employees Executive Council (SPEEC):** Vicki Mossman, Rene Oya (alternate) – They meet tomorrow morning.
- **University Center Advisory Board:** Vince Carter and Michelle Tyson (alternate) - No report

6. Old Business –

- **Additional PASC Representative** – Michelle Fargher from Athletics has joined the Council.
- **Resignation of PASC Representative** – Evan Welch has resigned from PASC.
- **Book Club** – Amanda Garcia - No report

7. New Business –

- **PASC Responsibility on SRC** – Michelle Tyson
Sherri Moser, SRC Advisor, attended the meeting and explained that there has been a Referendum initiative submitted to SRC to remove the SPEEC and PASC representatives as voting members of SRC. There was lengthy discussion about this item. It was recommended that PASC members attend the SRC meeting on February 14th to voice their concerns regarding this Referendum.

8. Adjourn

The meeting was adjourned at 5:15 p.m.

Note: The March meeting will be held in the Residence Life conference room in Tobey-Kendel.

Respectfully submitted,

Vicki Mossman
PASC Secretary