



Professional Administrative Staff Council (PASC)

Meeting Minutes

December 6, 2006

Council Members Present: Becky Broghammer, Vince Carter, Jenna Finley, Amanda Garcia, Vicki Mossman, Rene Oya, Scott Schuttenberg, Michelle Tyson

Council Members Absent: Nancy Gray, 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 November 1, 2006, were approved as presented.

3. Officer Reports

Co-Chairs – No report

Treasurer - Schuttenberg distributed his report. Refreshments for the PASC networking meeting were \$218.20.

Secretary – No report

4. Committee Reports

- **By-Laws:** Rene Oya - No report
- **Communications:** Vince Carter and Woody Myers – No report
- **Elections:** Vicki Mossman - No report
- **Salary Equity Committee:** Nancy Gray and Joan Lamborn – No report
- **Governance Event:** Nancy Gray and Jenna Finley
The governance event was held last Friday. One topic of discussion was the compensation committee, which has not met for a while.
- **Recognition Event:** No report
- **Brown Bag Lunch Series:** Rene Oya and Amanda Garcia
Oya reported that the brown bag series is complete for Fall Semester. Barry LaPoint did an excellent presentation about digital photography for the last

one. Oya said there was a small audience and it might be worth asking Barry to do this presentation again in the future. Oya and Garcia will do thank you notes to the speakers from fall. There was some discussion about having a standard location for the Brown Bag events. It was also discussed that we need to do more advertising and be sure the campus community realizes that faculty and classified staff are also welcome at the Brown Bag lunches.

- **Community Service:** Michelle Tyson – no report
- **Employee of the Year:** No report
- **Fundraising:** Scott Schuttenberg
Several possibilities for possible fundraisers were discussed:
 - Schuttenberg passed around information involving sales of ‘albums’ of items
 - Wine tasting event at the UC
 - Bobblehead Bears
 - Work night at Coldstone Creamery
 - Restaurant coupon or gift card sales
 Schuttenberg will investigate the various possibilities.
- **Grants & Scholarships:** Libby Klingsmith
Tyson distributed revised drafts from Klingsmith of the PASC Professional Development Grant Application to the Council. Comments should be sent to Klingsmith via e-mail. There was some discussion about the timeline for the awards.
- **Alumni Association:** Amanda Garcia – No report

5. Liaison Reports

- **Board of Trustees:** Nancy Gray - No report
- **Bookstore Advisory Board:** Amanda Garcia - No report
- **Faculty Senate:** Rene Oya
Oya reported Vice President Haack was at the last meeting. There was some discussion about the athletic deficit.
- **Parking Advisory Board:** No report
- **President’s Planning Council:** Jenna Finley
Kick-off meeting was held. They will be reviewing the academic plan as well as Charting the Future and will make recommendations to administration.

Student Representative Council (SRC): Michelle Tyson and Vince Carter (alternate)

There was some discussion about CoPIRG's request to receive funding.

- **State Personnel Employees Executive Council (SPEEC):** Vicki Mossman, Rene Oya (alternate) – No report
- **University Center Advisory Board:** Vince Carter and Michelle Tyson (alternate) - No report

6. **Old Business** - none

7. **New Business** - none

8. **Adjourn**

The meeting was adjourned at 4:55 p.m.

Note: There will be no meeting in January. The February meeting will be held in Residence Life.

Respectfully submitted,

Vicki Mossman
PASC Secretary