



**Professional Administrative Staff Council (PASC)  
Transition Meeting**

**Meeting Minutes**  
**June 17, 2009**  
**UC Conference Room**

**Council Members Present:** Tricia Tort, Joe Tort, Sarah Chase, Beckie Croissant, Jay Dinges, Li Wang, Andy Malinski, Becky Broghammer, Rick Hoines-Brumback, Cathy Puckett, Sean Broghammer, Jana Schwartz, Gary Dutmers, Lee Ann Sappington

**Council Members Absent:** Lori Brachtenbach, Aimee Rogers, Ryan Rose, Chris Vegter, Solomon Little Owl, Jimmy Henderson, Stephanie Moir

- 1) **Call to Order**  
Dinges called the meeting to order at 11:07 a.m.
- 2) **Introduction of new and current PASC members**
- 3) **Approval of Minutes**
  - Minutes from the March 25 and April 22 meetings were approved.
  - Minutes from the May 20 meeting were approved.
- 4) **Treasurer's Report** (Dinges for Vegter)
  - Foundation account balance = \$4,469.91 as of 4/30/09.
  - PASC goal is to reach endowment status within the next five years.
- 5) **New Business**
  - Adopt-A-Spot Program: Pat McDonald shared information about the new Adopt-a-Spot program available through UNC Facilities and Grounds. The program is two-fold:
    1. Cleanup program
    2. Flower garden programThe Adopt-A-Spot program is designed to encourage community ownership of the campus and to prevent littering through beautification and maintenance. Staff, faculty, students, groups, organizations, and departments can partner with Facilities Management to assist in enhancing the campus landscape. The Facilities and Grounds staff has identified flowerbed locations available for adoption and street and parking lots that can be adopted for routine clean-up activities. UNC Grounds commits to purchasing flowers for adopted spaces. Volunteers commit to planting, weeding, and watering the space throughout the May-October growing season.

- PASC Transition Items:
  - a. Select new officers: Rogers is interested in serving as co-chair again if there are no other volunteers. She is also willing to serve as chair if needed.
  - b. Determine meeting dates/times for FY 09/10.
  - c. New chair/co-chair and treasurer will need access to and signature authorization on the Foundation account and the PASC account. Rogers currently has signature authority on both accounts, so she can add new chair and treasurer.
  - d. Review and set new council goals and determine how scholarship/grant funds are to be used.

#### 6) **Old Business**

- 2<sup>nd</sup> reading of Proposal 1-09 Article VII.
  - Proposal passed unanimously.

#### 7) **Standing Committee Reports**

- **Bylaws** (Dinges/Henderson): Article VII was revised as proposed.
- **Communications/Website** (Croissant/Little Owl): No report.
- **Elections** (Chase): No report.
- **Annual PASC/SPEEC Banquet** (Broghammer): No report.
- **Monthly Networking Lunches** (T. Tort): No report.
- **Community Outreach/Service** (Brachtenbach): No report.
- **Employee of the Year** (Broghammer/Croissant): No report.
- **Professional Development** (Wang): CETL will host a retreat in mid-July, where they will discuss how to effectively meet the professional development needs of the campus. Wang forwarded the Council's training recommendations on to Kendrick for discussion.
- **Fundraising** (Vegter/Dinges): No report.
- **Grants/Scholarships** (Dinges): No report.

#### 8) **Campus Committees**

- **SRC** (Brachtenbach for Dinges): No report.
- **Faculty Senate** (J. Tort): No report.
- **SPEEC** (Malinski): The SPEEC transition meeting will be June 18. New SPEEC officers are: President: DJ Cox, Vice President: Kim Gray, Treasurer: Michael Stadler, Secretary: Marcus McCutchen, Parliamentarian: Andy Malinski. Malinski will continue as the SPEEC representative to PASC. The next SPEEC/PASC banquet is scheduled for February 2010.
- **Board of Trustees** (Puckett for Rogers/Brachtenbach): The BOT approved the budget as proposed at the June 12 meeting. BOT also approved 3 additional credit hours through the employee tuition grant program; full-time employees are now able to take 9 credit hours per year.
- **Alumni Association** (Little Owl): No report.
- **Parking Advisory Board** (Dinges for Wang): No updates since last meeting. Parking permits for AY 09/10 will be available for purchase beginning July 8. Permit prices for faculty/staff will remain the same. Student permit prices will decrease slightly. Prices for meters and daily permits will increase slightly.
- **Campus Recreation Advisory Board** (Rose): No report.
- **Work Environment Task Force Committee** (Rose): No report.
- **UC Advisory Board** (Chase): No report.
- **Compensation Committee** (Wang): No report.
- **Bookstore Advisory** (Little Owl): No report.
- **Information Technology Committee** (J. Tort): The next meeting will be in August.

- **President's Planning Council** (Dinges): No report.
- **CETL Advisory Board**: No report.

**9) Information Items/Roundabout**

- S. Broghammer: The BOT approved the proposed tiered housing rates for AY 09/10. Housing is hiring 8 new student positions called Diversity Mentors, who are required to live on campus and will work with the cultural centers and offer programming to campus residents.
- S. Broghammer: Housing/Residence Life has implemented a new Faculty in Residence Program for the AY 09/10 year. Six faculty members have been selected to live in the residence halls and spend time with the students.
- B. Broghammer: Summer conferences and events are underway. Thousands of new students, parents, and guests have already visited campus this summer.
- Puckett: Human Resources is continuing to offer orientation sessions for new hires. HR is also exploring additional professional development ideas for the campus, and will begin offering new training for staff and faculty as appropriate via workshops and brown bag lunches.
- Dinges: FedEx/Kinkos is no longer at the University Center. A coin/cash/card operated copy machine will be installed in the UC computer lab in July. The UC Visioning Committee will be making recommendations for long-term use of the Kinko's space. Recommendations are due by the end of the summer.

**10) Next PASC Meeting**

- TBD: Rogers will announce the next meeting date and location, and communicate the information to the new and continuing council members.

**11) Adjournment**

- Dinges adjourned the meeting at 11:58 a.m.

Respectfully Submitted,

Sarah Chase, PASC Secretary