



**Professional Administrative Staff Council (PASC)  
Follow Up Planning Meeting with President Norton**

**Meeting Minutes  
May 19, 2010  
Gunter 1120**

**Council Members Present:** Joe Tort, Beckie Croissant, Cathy Puckett, Aimee Rogers, Susan Stopher, Tricia Tort, Jana Schwartz, Karen Jennison, Frances Braafhart, J.J. Auker, John Weiser, Gary Dutmers, Julie Tacker, Sean Broghammer, and Lee Ann Sappington

**Council Members Absent:** Solomon Little Owl, Gina Lichte, Ryan Rose, Andy Malinski, Kelley Christman, and Ryan Shucard

**Guests:** President Kay Norton and Gloria Reynolds

**1) Call to Order**

- J. Tort called the meeting to order at 11:01AM.

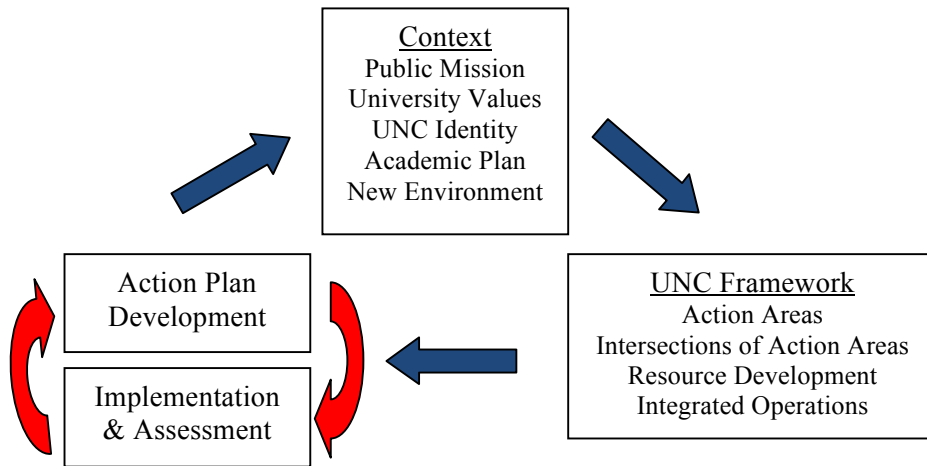
**2) Follow up planning discussion with President Norton -**

The purpose of today's meeting is a follow up from President Kay Norton's meeting with PASC last fall to discuss planning for UNC as an exemplary teaching and learning community and how PASC fits into the plan.

UNC is looking at planning as a continuous loop with three phases: (1) context in which we are operating (realities that we face), (2) framework we must develop (organize and prioritize efforts), and (3) what is going to happen/Action Plan (who will do what and when).

- **Context in which we are operating** – includes fulfilling UNC's public mission, university values, UNC identity, academic plan, and new environment ("the new normal").
- **Framework we must develop** – includes UNC framework (students and academic programs, research and creative works, and community building), superior faculty and staff, transformational learning, community engagement, exemplary teaching and learning, resource development, and operational changes.
- **Action Plan** – includes UNC's definition of action planning, Action Plan development, and an action planning timeline. The Action Plan is not about starting over but rather connecting and prioritizing efforts that are already being done.
  - **Action Plan timeline** – The President shared the *draft* Action Plan with PASC which goes through July of 2011. She asked PASC to look over the timing of the plan, provide feedback on if there any missing topics, if something doesn't make sense, and/or any other comments.

### UNC Planning Cycle diagram



J. Tort explained to President Norton that PASC plans to look at interactive mediums to provide and receive information to UNC's professional employees. President Norton shared that PASC needs to take into consideration PASC's mission and purpose, if what we are looking to do is already being done by someone else because we don't want to duplicate efforts, and if our mission/purpose will we add value to our members. She believes we have a lot of unused potential and talent within the Council as well as among our ranks.

Simmers shared with the President that she likes that the instructions includes refining the plan rather than starting from scratch and that the plan is flexible. President Norton stated the plan needs to be flexible in order to allow for the balance between the action areas to work together.

Rogers asked how students will be involved in the plan. The President stated the students are at the heart of the enterprise and value their feedback and input but we need to be conscientious of how to engage students in order to make sure we are using their time effectively. The leaders of the student groups (Student Senate, clubs and organizations, Greek Life, etc.) have been highly engaged in planning in the recent years and will continue to be kept in the planning loop.

The President thanked the Council for their work on the Council and what they give back to the University.

- 3) **Next PASC meeting** – The next meeting will be June 9 from 11-12PM in Gunter 1120.
- 4) **Adjournment**
  - J. Tort adjourned the meeting at 11:48AM.

Respectfully submitted,  
Beckie Croissant, PASC Secretary