

Professional Administrative Staff Council (PASC)

Meeting Minutes

April 5, 2013

Gunter 1120

Council Members Present: Jessica Behunin, Deborah Borelli, Christopher Freeman, Jaime Ingrisano, Michael Kallsen, Kim Paxton, Tiffany Pendleton,

Council Members Absent: Loree Crow, Kathy Heise, Erin Rabon-Poszywak, and Evan Welsh

1. Call to Order - Meeting was called to order at 11:00 AM
2. Approval of the Minutes – March 7, 2013 meeting minutes approved
3. Recap of Employee Banquet
 - a. Suggestion that next year that the nominees be asked to stand where they are seated and then call the awardee to the stage
 - Members agreed that if there are only 2 nominees this would be a better way to handle it, but if there are more nominees then having them all on the stage would be best.
 - b. Discussion about the number of reserved tables
 - If tables can be reserved then it should be announced
 - Suggestion that an additional cost for reserving a table as is done at similar events
 - c. Suggestion that the ticket tables should be located outside of the ballroom
 - The location caused at back up at the doors and the space would have been better utilized for dining tables closer to the stage
 - d. Suggestion that the silent auction be a smaller space and put the bar in the center with the silent auction tables around it to draw more people into to look at the items
 - e. Pictures from the event are on the PASC SharePoint
4. Finance Update
 - a. The cinnamon rolls funds have been moved into the operational account. There is \$400+ now in that account
5. Eileen's Cookies Fundraiser
 - a. There has already been a good response to this fundraiser. There is already \$63.00 net orders in.
 - b. Deadline for ordering is noon on April 22nd.
 - c. It will be in the UNC today and Jessica will send out an email reminder to PASC members
6. Elections
 - a. We received 23 nominations.
 - b. Acceptance of nomination will end on April 15th. To date there are 10 who have accepted and 3 who have declined
7. Bylaws
 - a. Revised bylaws were handed out
 - A Table of Contents was added
 - Article II, Section 4, II and III - Corrections to the names of CSC and Student Senate were made
 - Article III, Section 4, I and II - Changes to the Secretary position were made
 - Article IV, Section 1, I(e) - Language about maintaining the PASC SharePoint was added
 - Article IV, Section 1, III(a) - Including the language that the PASC representative on the Salary Equity Committee was a voting member was added
 - Article IV, Section 1, IV(a) - Language to include the operational budget was added

b. Members present suggested the following changes

- Article VII, Section 2, III – Change language to read, “Candidates will be required to indicate their willingness to serve, in order to be listed on the ballot.”
- Article VII, Section 3, IV – Change language to read, “The Elections Committee shall supervise ballot counting and announce election results by the end of each May.”
- Article VIII, Section 1 – Change language to read, “The Professional Administrative Staff Council is a council of consensus.”

c. Members present approved the changes to the bylaws.

8. Members were informed that IT will be have an open forum on security.

9. Meeting Adjourned

a. Meeting was adjourned at 12:20 PM

Respectfully Submitted,
Deborah Borelli