

## Professional Administrative Staff Council (PASC)

Meeting Minutes  
September 6, 2012  
Gunter 1120

Council Members Present: Jessica Behunin, Deborah Borelli, Kristen Brown, Loree Crow, Christopher Freeman, Kathy Heise, Kelly Jacobson, Kim Paxton, Tiffany Pendleton, Erin Rabon-Poszywak, Denise Connell (CSC Representative), and John Pherson (Student Senate Representative)

Council Members Absent: Jaime Ingrisano and Michael Kallsen

1. Call to Order - Meeting was called to order at 11:10 AM
2. Approval of the Minutes - August 2, 2012 meeting minutes approved
3. Salary and Equity Committee Report
  - a. The committee bylaws were handed out which indicates that the PASC representative is a voting member of the committee.
    - Discussion about PASC role/approach to the committee
    - Members agreed that we should maintain the voting right
    - Members agreed that the approach is to maintain an information flow and work collaboratively with other committee constituents.
4. PASC Membership List
  - a. The list has been divided between the council members. The purpose is to share information with the membership on a regular basis and to receive feedback from the PASC members
  - b. Member asked if the list could include membership areas
5. Committee Reports
  - a. Executive Committee – The President has sent out introduction emails to the other university councils. The council is still short one member
  - b. Fundraising – Behunin and Rabon-Poszywak:
    - Behunin will look into cookie sales and report back to the council at the next meeting
  - c. Professional Development – Borelli and Kallsen:
    - A meeting is scheduled for next Monday
  - d. Recognition & Social Events – Behunin, Freeman and Ingrisano: no report
  - e. Community Outreach/Service – Behunin and Crow:
    - Members discussed information that can be shared with PASC members:
    - Community Engagement Scholarship
    - UNC Habitat for Humanity Project organized by Todd Schuster.
    - Collaborating with CSC on the Adopt-a-Spot
    - Recognition of Rabon-Poszywak initiative the first day of classes at Michener by providing staffed informational tables at the building entrances to help students. Discussion included expanding this to other buildings on campus.
  - f. Grants & Scholarships – Freeman and Radon-Poszwak:
    - Four \$100 scholarships were given for fall 2012. There were 10 applications.
    - Member suggested that it would be good to clarify to PASC members if the scholarships are applicable to classes being taken outside of UNC.
  - g. Alumni Association – Pendleton: no report
  - h. Communication – Behunin and Borelli:

- The council president will send out the initial email template to send to PASC membership.
- Members agreed that it should include information on the items mentioned in the Community Outreach/Service discussion.
- Discussion about a newsletter. Members agreed not to do a newsletter.
- i. Board of Trustees – Behunin and Freeman: no report
- j. Student Senate – Borelli:
  - Student Senate meetings now occur every other week with sub-committees meeting on non-student senate meetings. Student Senate currently has three sub-committees, Bear Bus, Restructuring, and LEAF.
- k. Faculty Senate – Heise:
  - A handout of the Faculty Senate sub-committees was provided.
  - Faculty appointments will be made at the next meeting.
  - The state may suspend funding cut for fiscal year 2014 and CCHE may back off the performance criteria.
  - Quinn reported that another \$3 million has been added to the cliff reserves and that UNC is fiscally sound.
- l. Classified Staff Council – Radon-Poszywak:
  - There are two state employee bills being discussed. The first would increase the hiring candidates from three to four and the second would end the hiring pool regulation that only candidates for a position posted within the last 6 months can be considered for hire.
  - There was also discussion about homecoming float ideas and community projects (Santa Cops, Food Bank, Adopt-a-Spot, and Unaccompanied Youth).
- m. Parking Advisory Board – Freeman: no report
- n. Campus Recreation Advisory Board –Crow: no report
- o. University Center Advisory Board – Crow: no report
- p. Bookstore Advisory Board – Crow: no report
- q. Information Technology Committee –Borelli: no report
- r. Workplace Environment Taskforce –Crow: no report
- s. Sustainability Committee– Jacobson:
  - More information is on the website.
  - Discussion has been about fiscal and equity, creating a composite location, labels on or near recycling to indicate what should go in recycling bins, and looking into UNC becoming a Tree Campus USA institution.

6. Meeting Adjourned

- a. Meeting was adjourned at 12:40 PM

Respectfully Submitted,  
Deborah Borelli