

Professional Administrative Staff Council (PASC)

Meeting Minutes

May 7, 2014

Gunter 1120

Council Members Present: Stephanie Burchett Christopher Freeman, Sabrina Hattar, Michael Kallsen, Stuart Kemmer, Daniel Lawrence, Deborah Lewis, Elizabeth Mahoney, Kim Paxton, Abigail Pekar, Erin Rabon-Poszywak, Linda Schmid, Robin Weber, Jane Monson (Faculty Senate Representative)

1. Call to Order - Meeting was called to order at 10:30 AM
2. Approval of Minutes – April 2, 2014 minutes were approved
3. Approval of Agenda –
 - a. Amendment to Agenda – add discussion of Shared Governance and Communication Committee
 - b. Amended Agenda Approved
4. Status of Accounts
 - a. Operational Account currently has a balance of \$1014.93
 - b. Eileen's Cookie Fundraiser – netted \$243 which is up from last year
5. Appointments
 - a. Appointment of 2014-15 nominees
 - There were 14 seats available for the 2014-15 council. We had 12 nominees accept the nominations, so the election committee recommends that all 12 nominees be appointed in lieu of an election.
 - Recommendation to appoint Matthew Brinton, Lauren Bruce, Matthew Doyle, Melissa Hoffner, Rick Hoines-Brumback, Stuart Kemmer, Elizabeth Mahoney, Christina Nichols, Marina Orozco, Abigail Pekar, and Ben Rudolph – vote – approved unanimously
 - The 2014-15 council will nominate 2 additional members with one being from University Relations
 - Note: Savana Stewart was accidentally left off of the nomination list but will be appointed at the next meeting
 - b. Vice-Chair Appointment
 - Due to responsibilities to his position, Daniel informed the council at the last meeting that he would need to step down as Vice-Chair / next year's Chair. Council members who were in their first year of term were asked to consider the position and contact Chris. Debbie contacted Chris expressing interest in the position.
 - Recommendation to appoint Deborah Lewis as Vice-Chair – vote – approved unanimously
6. Professional Development Grant (handouts)
 - a. The Grant and Scholarship Committee provided the proposed application and process for granting professional development funds
 - Council members discussed and made recommendations
 - The Grant and Scholarship Committee will rework the send documents via email to the council members for final approval.

7. PASC Committees

- a. The chair recommends that the Share Governance Task Force and the Communication Committee be made standing committees – vote - approved

8. Fundraising

- a. Robin provided information about a possible fundraising venue called Escripts. She wanted to know if this was something that the council would be interested in doing before she pursued it further.
 - The council thought it was something worth finding more information about
- b. Chili Cook Off – Sabrina said that unit who held the chili cook off in the past was not going to do it anymore and wanted to know if the council was interested in taking it over
 - The council expressed interest and asked Sabrina to make the initial contact

9. June's Meeting

- a. The June meeting is the transition meeting with the newly appointed council members. It was suggested that we do it as a luncheon to welcome the new council members.
- b. After some discussion council members agreed to have the luncheon at Holmes and that current members would pay for the new members instead of using operational funds.
- c. Sabrina said that she would contact dining services to see if we could get free or reduced prices

10. Committee Reports

- a. Committees gave updates

11. Meeting Adjourned

Respectfully Submitted,
Deborah Lewis