

**PASC Meeting Agenda**

August 5, 2015

10:00 AM – 12:00 PM

University Center

1. Call to Order
   1. Chris Gomez called the meeting to order at 10:04pm
   2. In Attendance: Kimberly Betz, Cristobal Garcia, Nathan Gismot, Christine Gomez, Rick Hoines-Brumback, Hayley Hull, Christine Krause, Matthew Langford, Sergio Rosales, Ben Rudolph, Eva Rodriguez, Daniel Lawrence, Melissa Hoffner, Michael Kallsen, Elizabeth Mahoney, John Wieser
   3. Absent – Matthew Brinton, Matthew Doyle, Savanah Stewart, Robin Weber
2. Approval of the Agenda
   1. Item 7 becomes Item 5, Item 5 becomes Item 6, Item 6 becomes Item 7
   2. Approval – Rick Hoines-Brumback (First), Matthew Langford (Second)
3. Approval of Minutes
   1. Not approved, Robin out.
4. Welcome/Introductions- New council members

* Daniel Lawrence- 1 year term, replace Marina Orozco
  + Excited to come back and help out another year. Likes supporting fellow staff.
* Eva Rodriguez- 2 year term, replace Kara O’Dell’s term
  + UNC grad twice. Inspired by Elizabeth Mahoney’s e-mail. Wants to help inform the UNC Community, and excited to represent all exempt staff at UNC.
* Vote in
  + No objections – Both candidates were voted in.

1. Executive Committee update

* Goals –
  + Making sure all of our bylaws are updated and match, rather than doing individual sections.
  + Shared Governance document is with Kay, she will speak at an upcoming meeting as to her thoughts on shared governance and inclusion of PASC.
  + Thoughts on getting administrative support to run our meetings, and all of our fundraising go to scholarships and supporting our fellow exempt employees.
  + Welcoming all new exempt employees:
    - Communications Team – New Employee Profiles
    - Letter welcoming them with links to important PASC and non-PASC resources
    - Tour for all exempt employees
* Utilization of Funds – Recognition of employees other than Employee Appreciation Gala
  + Rick: Improve networking opportunities – Local Breweries
  + Chris Gomez: Cups
  + Matt L: Additional funds to Professional Development Grants

1. Discussion Items

* PASC SharePoint
  + Committee Calendar – Please use this to put all PASC items on a running schedule.
* Upcoming year goals of PASC – Elizabeth would like each committee member to create goals based on the individual conversations she’s had with each member on moving PASC forward.
  + Many members felt like we needed additional information before setting goals. Are they personal involvement goals while on PASC? Or are they goals toward PASC objectives?
* Guests to invite to PASC meetings
  + Diversity Council – Update on what’s happening
  + IM&T – Campus technology initiatives and other items that we still have questions about
  + Emergency Management Programs – What should we know as campus staff
  + Campus Commons Update – When would Robbyn be available to share information. Keeping information in our newsletter around Campus Commons
  + I@UNC – What initiatives connect with exempt staff, and if they were/weren’t funded how can we make sure that we are keeping them on the table.
  + University Relations New CMS – Website Management Training
  + Diversity Training – Open to all exempt staff
  + How do we make these open to all exempt staff?
* Recognizing Donors to PASC Foundation Account
  + We should do an annual thank you note for our donors
  + Get information out to our Exempt Listserv during Team UNC about matching funds
* CETL- PASC professional development opportunities
  + Merger/Norming Training – For staff/faculty moving into campus commons
  + Diversity Training – Social Justice trainer
  + One Day Professional Development Conference – Presentations by Exempt Staff and Faculty around areas that our constituency feels we need to support them on.
* Qualtrics survey to Exempt staff
  + Working with Kim Black to ensure we are asking the questions that we truly want the answers to.

1. Status of Accounts

* Operational – $2520.49
* Foundation – $10800.00

1. Action Items

* Review Bylaws, Discussion, vote on proposed Bylaw changes
  + Change Officer Removal section to match Member Removal section – This would allow the officer to stay on the council if they so decide, just not as an officer.
  + Changing all language to say “Council” not PASC or other iterations
  + Bylaw Changes: Chris Gomez (First), Matt L (Second)
    - Approved, No Objections
  + Constitution Changes: Matt L (First), Eva (Second)
    - Approved, No Objections
* PASC Committees who need more support request members sign up
  + Community Engagement & Recognition – Meets Monday, August 10th
    - John Wieser will join
  + Grants & Scholarships
    - Eva Rodriguez and Sergio Rosales will join
  + Social Recognition
    - Daniel Lawrence will join.
* Newsletter submission deadline 20th of the month to Ben Rudolph

1. HR update- Marshall
   1. No Presentation
2. Chair update
3. **PASC Committees Reports-** All PASC council members are required to serve on at least one committee and be an active member

* Executive Committee
* Communications: Matthew Langford, Ben Rudolph and Nate Gismot reported on the committee’s Kick-Off Meeting.
  + Matthew Doyle was elected Chair
  + Nate Gismot is handling Twitter, which currently has 9 followers, but hopes to increase that # by posting daily.
  + Savanna Stewart is handling Facebook
  + Ben Rudolph is handling Website
* Special Events/Fundraising
  + Initial meeting set for Monday, August 10th 9-10am in the Fireside Lounge
* Community Engagement and Recognition
  + Community Welcome is on Wednesday, 8/26 from 5:00pm-6:30pm
    - Link to Register: <http://www.signupgenius.com/go/60b0e4cafa92ba20-university>
  + Team UNC starts on 9/1
    - Christina Nichols will speak at the September PASC meeting with an update.
* Grants and Scholarships
  + New Website - <http://www.unco.edu/pasc/scholarships_grants.html>
  + Book Scholarship Deadline – August 21, 2015
  + Professional Development Grant Deadline – September 1, 2015
  + We will look at the following options:
    - Staff taking classes outside of UNC
    - List of exempt staff taking classes

1. **Campus Committee Representatives Reports- Please contact the Committee if you are serving on i**t.
2. Anything Else?
3. Adjourn