

PASC Business Meeting Minutes

August 17, 2016

11:00 – 12:00 PM

University Center Conference Room

1. Business Meeting Call to Order - 11:05 am-**Mahoney**
2. Guest David Nalley from Maintenance & Trades Sustainability Office visit tabled until September 21st meeting – **Mahoney**
3. Status of Accounts – **Pendleton**
 - \$10,464
 - \$424.97
 - \$3455.99
4. PASC Chair Update – **Mahoney**
 - Currently PASC & CSC are working with HR to be added to New Employee Orientation to provide a brief intro to what PASC & CSC are and whom each represent
 - PASC website will have a new tab on homepage designated as “Giving”. The Communication Committee will work on adding announcement in Newsletter—Pendleton will work on verbiage to submit. Purpose of tab is to solicit volunteers/donations, to recognize PASC events where proceeds are used for Exempt employee scholarship/grant funds
 - New council photo for website will be September 7th @ 10.30 am (location TBA) before State of University Address
 - New CSC representative to PASC will be Keyleigh Gurney; she will join PASC meetings beginning with the September meeting
 - Executive Committee & M. Brinton met with Dr. Rodriguez to discuss survey results and what next steps should be
 - Dr. Rodriguez requested help from PASC to solicit PD ideas from Exempt staff (Weber mentioned that CETL administered a survey to all staff 2 years ago asking the same question and wondered if this could be utilized instead of sending out new survey—Mahoney will contact Dr. Rodriguez to ask her preference)
 - Dr. Rodriguez mentioned the Campus Climate Survey being sent out this fall—and asked for PASC to help get the word out to folks to complete this survey
5. PASC Sub-Committee Reports
 - Executive Committee (Mahoney/Christie/Pendleton/Rogers) - **Mahoney**
 - No report (all noted above)
 - Communications Committee (Mahoney/Gismot/Weber/M. Brinton/Kelly) – **Kelly**
 - For the next newsletter, please email Newsletter submissions to Bryson by Friday, August 19th
 - Committee is looking at changing newsletter format to be less text-heavy and more visually-heavy
 - Committee is working on having the Guest Speaker presentations recorded via InDesign
 - Community Engagement & Recognition Committee (Wieser/Christie/Coalwell/Brinton) - **Wieser**
 - Adopt-a-Spot deadheading time slot of 8am isn’t ideal for many staff; will contact CSC to ask about individual volunteering (possibly through SignUp Genius) or offering alternative time slots
 - Two volunteer opportunities coming up (will send sign-up links for both to Committee):
 - Move-In Day volunteers sought for August 18th (various times throughout the day)
 - Community Welcome Walk volunteers sought for August 24th (evening times)

- Grants & Scholarships Committee (Rodriguez/Turnbeaugh/Rosales/Pendleton/Howard) - **Rodriguez**
 - Awarded 3 PD grants to 3 staff
 - Application will need to be updated for 2016-17 and added to website
 - Special Events & Fundraising Committee (Rogers/Hoffner/Betz/Mueller/Kimbrough) – **Mueller**
 - Discussed offering burritos for purchase rather than cinnamon rolls; will contact Santiago's for pricing
 - N. Gismot proposed offering both burritos and maybe a smaller cinnamon roll; committee will check with Dining Services on pricing for cinnamon rolls
6. Campus Committee Representative Reports
- **Board of Trustees – Mahoney**
 - No report
 - **Faculty Senate - T. Brinton**
 - retreat is 8/19; T. Brinton will attend and will solicit Faculty Senate rep to PASC
 - **Classified Staff Council – Mueller**
 - All officer positions filled
 - Total Council is down (only 13/25 spots filled)
 - Small-Business Jamboree tabled for now
 - Annual Banquet/Garage Sale still a go
 - Possible Bike to Work refreshment table sponsor & possible table at Community Fest
 - Mahoney mentioned that PASC might try to help CSC recruit via supervisors (as many are Exempt and CSC members need supervisor approval before committing) by putting out an email
 - **Student Senate - Coalwell** (fall 2016 rep)
 - No report
 - **Bookstore & University Center – Pendleton**
 - No report
 - **Campus Recreation - Turnbeaugh/Kelly**
 - No report; Kelly will get in touch with Scott Schuttenberg regarding meeting days/times
 - **Sustainability – Weber**
 - No report
 - **IM&T – Kimbrough**
 - No report
 - **Salary Equity - Rogers**
 - No report
7. Other items
- Should PASC have a table at the October 1 home football game since it is Staff/Faculty Appreciation?
 - Mahoney will get in touch with E. Quam regarding reserving a spot
8. Next Meeting 9/7/2016: Guest Speaker President Norton (@ 2pm—after State of University Address); Council phot @ 10.30 & Sub-Committee Meetings 11am-12pm.
9. Adjourn – 11:42am

Council Members Present:

Elizabeth Mahoney

Matthew Brinton

Aimee Rogers

John Wieser

Nate Gismot

Eva Rodriguez

Robin Weber

Chelsea Coalwell

Tiffany Pendleton

Trisha Brinton
Bryson Kelly
Pepper Mueller

Council Members Absent:

Melissa Hoffner
Sergio Rosales
Dan Turnbeaugh
Kim Betz
Gabe Christie
Leah Howard
Shawanna Kimbrough