

Minutes
Chancellors Staff Advisory Committee Meeting
July 15th, 2009 11:30 am to 1:00 pm,
Highsmith Union, Room 235
UNC Asheville

Attending: Chris Miller, Robert Straub, Brenda McKinney, Becky Doyle, Rusty Marts, Linda Pyeritz, Adam Reagan, Linda Rice, Brenda Henderson, Shelly Sellers, Chrissy Wise, Courtland Mercer, Anne Ponder

Guests: Mike Conley

Chancellor Ponder addressed the first meeting of the 2009-10 year: The Chancellor emphasized three things:

- *The Chancellor is grateful to CSAC for leadership among staff and within the university.
- *Dr. Ponder especially appreciates the personal comments CSAC have sent.
- *The Chancellor noted her pride in UNCA holding strong during this economic downturn.

The only negative (concerning the economic downturn and lay-offs) the Chancellor is aware of is from folks who read about the closings and layoffs from the newspapers without attending any of the campus meetings discussing the closings. The Chancellor also stated she was glad to have served during this hard time. She is also glad to have served a decade as a college president before this downturn.

When asked what CSAC could do to help, the Chancellor responded that CSAC could help get the word out about not being able to hire temporary employees. Students are exempt from this mandate.

Chris mentioned that some employees who have been laid-off were very complimentary of HR and the process in which their benefits and privileges were explained.

Update from the Legislature: not much progress in developing a compromise budget yet. It may be another two weeks before our General Administration receives information on our budget.

The Executive Committee is preparing the details of the 10% cut, which will go to the General Legislature. They want to know how we will handle the cut. The question of whether there will be another pay cut following July was raised. Although the Chancellor does not yet have the information to answer this question, her reply included her hope for stability. She is concerned at the effect the uncertainty has on Staff and Faculty.

Note: CSAC will help stay in contact with the personnel that were laid off. Any potential jobs will be routed to Chris Miller then passed on to the former employees. The need for sensitivity and privacy were also discussed.

The final notes from Dr. Ponder included some good news: North Carolina Center for Health and Wellness is on track, and all monies have been raised.

Following the Chancellor's address, the meeting resumed:

1. Call to Order by Chris Miller.
2. Roll Call/Quorum –Guests attending: Cortland Mercer and Mike Conley (ITS). Mike will be filling the vacancy left by Nina's resignation. Doyle moved that Mike be accepted as a member; the motion was seconded by Robert and unanimously consented to by the membership.
3. Approval of Minutes from June 2009 meeting; Brenda moved, Linda Pyret seconded. Consent.
4. Officers Reports
 1. Chair's Report—We have received a resignation from Nina Hall whose work place has moved to the Asheville Down Town area (Nina was transferred to NEMAC). Adam will get the information from the brochure and carry this forward. Adam will also see to the Staff Help site.
5. Committee Reports: Chris commented we have many committees
 - Transportation committee
 - Textbook
 - Walk with Chancellor
 - Scholarship
 - UPC
 - Staff Assembly

- Student Scholarship Committee
- Distinguished Staff Member of the Year Committee
- Book Review Committee
- Thank you Committee
- Spotlight of the Month Committee

The number of committees prevents efficiency. Chris suggests the executive committee examine these and combine into fewer, more flexible committees. Robert cautioned we need to first examine the By-laws before making sweeping changes.

6. Old Business

1. CSAC Brochure—Adam has agreed to see this through.
2. Website—Adam has agree to update the Website.
3. Staff help site-- This is a simple task and does not need a committee. Again Adam has agreed to take charge of this new task

7. New Business

1. By-laws: With the restructuring of the By-Laws, the committees might change. The By-Laws committee will go through all the by-laws and update. Judi Leffe will help chair this as an ex-officio member. Linda Pyeritz, Robert Straub, Linda Rice, and Ryan Moton will serve on this committee.
2. Committees –Robert made these suggestions:
 1. Bylaws committee a continuing committee
 2. Scholarship: Textbook, Scholarship for students
 3. Internal Affairs: UPC, Staff Assembly, Transportation, Distinguished Staff Member
 4. External Affairs—Transportation, UPC, Chancellor, SGA, Faculty
 5. Technological Affairs
3. E-mail: The CSAC emails are now going out to folks who are not on CSAC. Chris suggested we clean up the list and send only to CSAC members. There was general agreement that this is a good idea. All staff members are welcome to attend our CSAC meetings, and can contact Chris or Robert for additional information.
4. Rusty has the list of contacts of employees that are laid off, and asks that we be respectful of their privacy and feelings. We will funnel information about appropriate openings we hear of to Chris Miller.
5. Announcements:
 - Next Meeting will be August 19th at 1:30 in HS Union.
 - Linda Pyeritz—Three Weeks of Welcome for the new freshmen is underway. A Block Party is part of this welcome, and CSAC is requested to help as we can, Friday,

August 21st, from 3:00 to 6:00 pm, then till 2:00 am. This includes food, laser tag, fun, and a dance. Linda will send out a short summary and request for help to the CSAC group.

Adjournment: Robert moved and Adam seconded that we adjourn. All were in favor and the meeting was adjourned at 12:51 pm.