

CSAC Minutes

12/20/00 B HC37 B 10:00

In Attendance: Sandra Booth, Cindy Branton, Meg Coxie, Steve Elliott, Cathy Foister, Elise Henshaw, Lauri Hollingsworth, Mike Honeycutt, Steve Honeycutt, Andrea Jackson, James Johnson, Marilyn Lonon, Maggie Smith, Richard White, Diane Williamson

Absent: Kathleen Ashley, Annis Lytle, Deirdre Wiggins, Carolyn Williams, Nancy Williams

Visitors: Buffy Bagwell, Tricia Tomberlin

Comprehensive Campaign - Alex Comfort and Pam Turner spoke to CSAC about ways to increase staff involvement in the Comprehensive Campaign. Suggestions included have a dinner or ice cream social. Donations to CSAC scholarship count toward capital campaign. They also mentioned it requires \$10,000 to endow a scholarship and suggested CSAC might want to move in that direction. They asked CSAC to consider writing a letter to the staff asking for support.

In-Range - plans are to have the increases in the January 2001 paychecks. The existing formula will continue to be used but the salary cap has been removed so long-term employees will be more likely to receive an increase. Laurie Hollingsworth will be generating the following reports:

- By division
- By 5 year increments
- By grade

It was decided CSAC will publish several of these reports in the next newsletter with an explanation on how in-range promotions were determined. Staff can see their supervisor or vice chancellor if they wish to see the complete list of people receiving an increase.

Student Safety - Student Services will be doing in-house training segments for staff and faculty, probably in January. Discussed doing letter to UNCA Out offering help, asking what they need. Marilyn Lonon will contact Robert Struab to see how CSAC can help.

Ron Penny - Marilyn Lonon, Nancy Williams, Steve Honeycutt, and Mike Honeycutt met with Ron Penny on 12/06/00 to discuss campus personnel issues. While his role is still being defined, Ron Penny will advise President Broad on personnel issues that affect the entire UNC system. UNCA will continue to work through OSP for most personnel matters.

Position Paper - Marilyn Lonon is making the final changes to the CSAC position paper will present it to the chancellor in January 2001. All changes should be to Marilyn before 01/03/01.

UPC Guiding Concepts - the university planning council has asked for CSAC comments on the Guiding Concepts paper they are writing. Comments should be sent to Bruce Larson or Steve Honeycutt.

Non-Teaching EPA employees - CSAC has been asked if non-teaching EPA staff members can be included in the in-range upgrades. Since their positions do not have grades and there is a mechanism in place for providing increases to them, it will be difficult to use the current formula. Steve Honeycutt will provide email to CSAC listing the status of non-teaching EPA staff members.

Newsletter - the newsletter will be published by the end of January 2001 and will include the position paper, in-range statistics, and CSAC Scholarship article/pictures. Send articles to Elise Henshaw.

Tuition Increase - administration is exploring a tuition increase for the students and asked CSAC's opinion. The proposed increase will generate roughly \$300,000 per semester. While CSAC hopes alternatives will be found to increasing tuition, it was felt by several members that any increases should directly affect the students and not be used as general campus revenue.

Meetings for 2001 - CSAC will meet the following dates in 2001. All meetings will be held at 10:00 in Highsmith 37.

January 17
February 21
March 21
April 18
May 16
June 20
July 18
August 22

Meeting was adjourned at 11:25.