

CSAC Minutes

3/18/02 – DH242 – 2:00 PM

In Attendance: Kathleen Ashley, Rebecca Barraclough, Sandi Booth, Cindy Branton, Meg Dutnell, Steve Elliott, Jay Gertz, Lydia Gossett, Elise Henshaw, Mike Honeycutt, Steve Honeycutt, Andrea Jackson, Lee Krueger, Marilyn Lonon, Steve McKinney, Maggie Smith, Richard White, Nancy Williams

Absent: Lauri Hollingsworth, Diane Williamson, Jill Yarnall

Approval of Minutes: Entire Committee

Elections: The following people have agreed to run for CSAC. The numbers in parenthesis are how many individuals we need from that area.

Facilities Management (2)

Kathleen Ashley
Steve Elliott

Financial Affairs (2)

Andrea Jackson
Keith Burnette

Academic Affairs (2)

Mike Wilson
Louis Toms
Leanna Preston
Judi Lefte
Jack Stephens
Linda Rhymes

Student Affairs (2)

Diane Williamson
Samuel Williams
Melanie Rhodarmer
Megan Long

The nomination period has ended. We only need an election in two areas: Academic Affairs and Student Affairs.

Employee of the Quarter Committee: There have been several meetings with some good discussion. There has been some discussion about making the monetary award larger. There is also some discussion about having a monthly award with a small prize, such as a candy bar. There have been no definite decisions at this time. When the committee has made some decisions, they will bring them before CSAC for final approval.

It would be good to remind the campus that there is a state reward available for money saving ideas.

Picnic Committee: The date is set for July 25th. There is still discussion about the theme and the location. Both the parking deck and the grove are going to be reserved until a decision is made. A parking decal and 6 'get out of jail free' cards have been received for door prizes. Student services will also be giving some type of tickets (which ones have not been decided at this time). We are planning to have a yard sale again to support the CSAC scholarship. This was successful last year in raising over \$600. Please be willing to help when called upon by a picnic committee member.

Tuition Waivers: Lauri was unable to attend the meeting to give us an update. There has been no progress with the AB-Tech waiver. None of the other universities responded to a survey on fee waivers for spring semester. There are plans for some of them to offer it in the fall.

VC Candidates: Please try to attend all of the staff sponsored VC search forums. This Tuesday is Dr Rosemary Keefe from 8:15-9:00 in the Laurel Forum.

Campus Wide Forum: This will be held on April 22 at 2:15 p.m. It will also be held at 10:00 p.m. for night shift personnel. The location will be KH038. This will be a town meeting format. Refreshments will be served. The proposal is to have 6 individuals give a 5-10 minute presentation, and then a 5-10 minute Q & A. There were a lot of ideas expressed from the group.

- Should we narrow the topics?
- Should we let the campus vote on which topics to be presented?
- It should only last 60 minutes with 2 topics and an intro by CSAC chairperson.
- A "paper" letter should go out to campus to vote on topics. These should be individually addressed. We want to make sure everyone is aware of the forum and has a chance to vote on topics.
- There should be a survey available at this forum. It should include just a couple of questions referring to prior "community conversation" forums. This could lead to another forum concerning these questions.

There was a discussion about low morale on campus. Nothing can be done to help morale until we can specifically identify the problems. Our group had some ideas (see below) others will have to come from campus employees.

- Lack of communication on campus
- Some on campus felt more should have been done for the Christmas dinner
- Low pay increase and reduction of retirement matching last year

CSAC Minutes in e-mail: Most people did not hear any campus response. A few individuals did hear some positive comment.

CSAC Scholarship: We still need volunteers to assist on the awards committee.

Other New Business:

The traffic circle is causing quite a big traffic back up on Saturdays. The changes to the main entrance are scheduled to be complete in June.

Special Academic Programs is sponsoring a stress management workshop. They offered CSAC the opportunity to co-sponsor. Marilyn's response and the committee agreed that this does not fall under our umbrella. Health & Fitness or Human Resources might be better equipped to help.

The Staff Council at Appalachian State is having a workshop on May 30, 2002 from 10:00-3:00. This is to be a meeting with other University staff organizations. If you are interested in attending, let Marilyn know by April 12th.

The students are bringing up an experimental radio station. You will be able to listen to this over the network.

Sandi Booth sent out an e-mail on March 12th requesting shared leave donations for Mr. Walter Williams, a night shift housekeeper. There were 580 hours donated by the campus. One faculty member offered to pay his insurance. This needs to be shared with the campus either by e-mail or in the CSAC newsletter. Our generosity is something to be proud of.