

CSAC Minutes

5/20/02-DH242-2:00 PM

In Attendance: Cindy Branton, Steve Elliott, Jay Gertz, Lydia Gossett, Elise Henshaw, Lauri Hollingsworth, Mike Honeycutt, Steve Honeycutt, Lee Krueger, Marilyn Lonon, Steve McKinney, Richard White, Diane Williamson, Jill Yarnall

Visitors: Elaine Warren, Linda Rhymes, Keith Burnette, Jordan Gossett, Georgianna Shivers, Ellen Perry, Andrea Jackson

Absent: Kathleen Ashley, Rebecca Barraclough, Sandi Booth, Meg Dutnell, Maggie Smith, Nancy Williams

Approval of Minutes: Marilyn Lonon, Lee Krueger

Staff Forum: The first session was on April 22nd at 2:15 in Karpen Hall. The second session was April 24th at 10 p.m. in the Owen Conference Center. At the evening session, there were CSAC members present, about 20 housekeepers and Lauri Hollinsworth from Human Resources. There were four main goals that we set out to accomplish. They were 1) communicate to campus the issues, 2) listen to campus concerns, 3) follow up with any concerns or questions, 4) invite staff to get more involved.

The following issues still need to be addressed: communications on campus, campus construction, diversity, and community issues.

There have only been a couple of surveys returned. Most of these had positive comments.

There were many concerns about the recording of the session. Some people felt as if they were not free to speak.

We should continue to do evening meetings. Safety in the buildings at night was an issue in this session.

The minutes of the forums will be put on the web. An e-mail will be sent to campus to let them know that the minutes are there.

Possibly an FAQ will be put on the website. Would anyone like to help?

Budget: Currently there are three different budgets that are in process.

- 1) Current year
- 2) Next year 2002-03
- 3) 2003-05 biennium (must be done by August)

In some respects, next year's budget may be worse than this year.

The Governor has said that he would veto the education budgets if cuts went over about \$300 million.

UNC-A has been approved to spend money in the following categories: payroll, utilities, student aid, and 25% of all other expenses until further notice. We asked for \$500,000 in the "all other expenses" category and got \$125,000. At this time we have \$10,000 worth of reimbursements to employees that cannot be paid.

It is safe to say that there will probably be fewer employees here next year.

Vacant jobs are looked at first and then temporary jobs. In the planning for a 10% cut, there have been broad areas defined, but not exact jobs.

The Governor's office has asked for a 4% cut. We have heard that they have gone to 5%, but no one has asked for budget cuts to 5%.

We have had to cancel any purchase orders that have not been shipped.

Elections: The student affairs ballots have gone out and are due the 20th of May at 5:00. The Academic Affairs voting will be done on the web. It has not happened yet, but should be complete by June

17th. These were the only two areas that required elections.

Picnic Committee: The date is July 25th. We have come up with several contests at this point. There is to be a yard sale, so clean out your closets. Items will be accepted anytime in the Bookstore. We don't have a theme. We want to stress that "we may have a hole in our boat, but we are all in there bailing water together."

Distinguished Employee of the Year: This is to replace the employee of the quarter. It would be possible for anyone to win. This would be a yearly award with more money involved than the previous quarterly award. It would not be a popularity contest, and there would need to be specific reasons that the winner was selected.

There would also be some other smaller awards throughout the year. The "Life Saver Award" would be a public way to let someone know how they helped you. You would send an e-mail to campus letting everyone know what this person did, and they would receive a pack of lifesavers. The "Thank You Basket" would be given to a different building each month. There would be a small gift in the basket for everyone in the building. It would be distributed in each building once a year.

The CSAC newsletter would contain an article on several randomly selected people each issue. A "get to know you" article.

New Business:

Following is some of the dialog that took place concerning the budget cuts.

A suggestion was made that CSAC adopt a resolution in case people have to be laid off due to budget cuts. The resolution would ask that we cut services before personnel and that if staff reductions are necessary, the reductions be applied evenly and fairly across campus. This would be submitted to the Chancellor.

The Chancellor does not always have control over the cuts. In some cases decisions are made before they reach campus. For example, at a 4% budget cut, NCCCR loses 25% of their state funding.

The housekeepers are down to about 18. Two more are retiring. This would leave 16 people to clean all buildings on campus if they are not allowed to fill empty positions.

Office of the President did a survey of all non-tenure track faculty. UNCA has the highest number of adjuncts. The SACS review stated that we have too many adjuncts; however, some adjuncts have special skills that our faculty members do not have.

NC State has already delivered 110 lay-off notices to SPA employees. They were given a 30-day notice. They will be paid up to 240 hours of vacation and be given a severance package. The amount of the package is based on age and years of service. Although they do not know the rules yet, UNC-W and WCU have prepared letters to be sent. They may not have names on them at this point.

Jay will write a letter stating what our position is about the budget cuts. CSAC will review and modify before we give it to the Chancellor.

Next Meeting: The meeting for the next two months will be in the Laurel Forum.

SEANC Meeting: This meeting was held at AB-Tech. It was mostly a rally.

According to Dana Cope, Executive Director of SEANC, Jack Walker was hired as the Health Benefits Manager. His job was to cut expenses on the State Health Plan. It was his idea to cut reimbursements to some medicines, and to eliminate some drugs from the preferred list. He is

now being investigated by the State Auditor's office; he has apparently accepted vacations and trips from insurance companies. He can only be removed by the legislature.

Senator Marc Basnight told Mr. Cope in a meeting last year that he does not want to talk about State Employees. Basnight says 1/3 of them don't vote, and 1/3 of them aren't registered. He only has to worry about the 1/3 in his district.

SEANC is asking for a 6-1/2% raise.

Meeting adjourned at 3:11 p.m.