

CSAC Minutes

6/17/02 – Laurel Forum – 2:00 P.M.

In Attendance: Kathleen Ashley, Sandi Booth, Cindy Branton, Steve Elliott, Jay Gertz, Lydia Gossett, Elise Henshaw, Lauri Hollingsworth, Mike Honeycutt, Steve Honeycutt, Marilyn Lonon, Steve McKinney, Richard White, Nancy Williams, Diane Williamson

Visitors: Maggie Smith, Reggie Goble, Louis Toms, Meg Dutnell, Linda Rhymes, Georgianna Shivers, Margo Davis, Mike Wilson

Absent: Rebecca Barraclough, Lee Krueger, Jill Yarnall

Approval of Minutes: Sandi Booth, Kathleen Ashley

Elections: In Student Affairs there were 31 people out of 62 who voted and in Academic Affairs there were 66 who voted out of a total of 123.

In Academic Affairs Mike Wilson and Louis Toms will be the new representatives.

In Student Affairs Melanie Rhodarmer and Diane Williamson will be the new representatives.

The new terms begin with the July meeting.

Here are the 2002-03 representatives by area with the end of their term of office:

Academic Affairs: Jay Gertz-2003, Mike Honeycutt-2003, Louis Toms -2004, Mike Wilson-2004

Admin and Financial Affairs: Keith Burnette-2004, Lydia Gossett-2003, Andrea Jackson-2004

Facilities Management: Kathleen Ashley-2004, Sandi Booth-2003, Steve Elliott-2004, Steve McKinney-2003

Student Affairs: Meg Dutnell-2003, Melanie Rhodarmer-2004, Maggie Smith-2003, Diane Williamson-2004

University Relations: Jill Yarnall-2003

Chancellor's Appointees: Lee Krueger-2003, Cindy Branton-2003

Budget: On June 12th the Senate suggested a budget cut for Universities of 2.39%. There was a vote last week and this was pulled from the floor. The Governor asked the legislature to find more money for the "More at Four" program. This is a program for at risk four-year-olds. The Senate did not include the lottery in their revenue projection. UNC-A has a framework for a plan to reduce staff, if needed. There are not any detailed plans at this time.

Distinguished Staff Member: The committee was looking for any comments or suggestions from the group. Last meeting there was a report distributed with recommendations for how the Distinguished Staff Member will work. There was a suggestion that we include our request for funding this award in a year-end package to the Chancellor. The year-end package would include this, our annual report, and our budget memo. (discussed later in minutes)

There are several distinguished faculty member awards every year that total over \$10,000.

Picnic: There will be another meeting on June 20th. Elise needs to touch base with Cindy in Sodexo Marriott now that Kenny Barefoot has left. The picnic is July 25th.

Budget Memo: The following people were on this committee: Maggie Smith, Sandi Booth, Kathleen Ashley, Steve Honeycutt, Jay Gertz. There were no changes from CSAC to the memo. Sandi Booth made a motion to accept this memo and send it to the Chancellor. Steve Elliott seconded. This will be on enrollment services letterhead, since CSAC does not have letterhead. It will be sent to the Chancellor from the entire CSAC committee.

New Officers: In July we will need to nominate new officers. If you think someone would make a good officer, ask him or her if you can nominate them. The people who are going off of CSAC this year are going to be on a nominating committee: Elise Henshaw, Steve Honeycutt, Richard White, Nancy Williams and Marilyn Lonon.

CSAC Annual Report: We are supposed to submit an annual report to Molly Broad. Marilyn has composed a memo and a list of our accomplishments for the year. She would appreciate any help and would like to be finished by June 21st. The following items will be added to our list of accomplishments: sent delegates to staff forum at ASU, participated in UNCA strategic planning event in April, there were more requests this year for CSAC members to be on university committees, and we revamped Employee of the Quarter and changed the name to Distinguished Staff Member of the Year.

ASU Staff Forum: We had three representatives' travel to this forum. They were Marilyn Lonon, Mike Honeycutt, and Elise Henshaw. Several schools were in attendance, including ASU, UNCA, UNC-CH, UNC-P, and School of the Arts. For a complete summary, please look on the web at www.unca.edu/csac.

Meeting adjourned 3:26 p.m.