

CSAC Minutes

2/17/03- Red Oak Room- 2:00 p.m.

In Attendance: Sandi Booth, Cindy Branton, Meg Dutnell, Steve Elliott, Jay Gertz, Lauri Hollingsworth, Mike Honeycutt, Andrea Jackson, Marilyn Lonon, Steve McKinney, Melanie Rhodarmer, Maggie Smith, Barbara Wallace, Mike Wilson, Jill Yarnall.

Visitors: Steve Honeycutt, Tricia Tomberlin, Richard White

Absent: Lydia Gossett, Kathleen Ashley

Approval of Minutes: Mike Wilson, Cindy Branton

Staff Survey

Mike Honeycutt reported that Human Resources had some concerns with the staff survey. Mike will be meeting with Buffy to discuss these concerns. The survey was adjusted for the ideas that were given at the last meeting.

Yard Sale

Maggie Smith reported that the Spring Yard Sale is set for April 26 at the first level of the Zagier Parking Deck. Maggie will be sending a reminder e-mail to the campus. Items will have to be brought on the day of setup from 8:00 am to 8 pm due to lack of storage space. It would be great if the items were already tagged. Laurie Hollingsworth is going to check and see if staff can use some of their Community Service Leave to volunteer on the Friday of the sale.

Chancellor's Meeting

Mike Honeycutt reported that he has a meeting set with the Chancellor at the end of the month. If he has no issues he may postpone.

Summer Picnic

CSAC's recommendation for the date of the summer picnic is Thursday, July 24.

Holiday Luncheon

Human Resources is looking at having the Holiday Luncheon on Monday, December 15.

Employee Appreciation Week

Laurie Hollingsworth reported that Employee Appreciation Week will be held April 7-11. They have several events planned for the week. They are encouraging everyone to send in their baby photos to their building buddy so that they can be used for a contest. Each

day during the week, the Dining Hall will offer “Breakfast for a Buck”. This will take place from 7:30 to 8:30. They will be looking for funny stories about UNCA. The Thursday morning breakfast will include the recognition of Service Award recipients. Breakfast for 3rd shift employees and service recognition will be held on Tuesday morning from 6:00 am to 7:00 am. There are other special events through out the week including candy and ice cream on certain afternoon. The Wellness Fair is being held on that Thursday.

Wellness Week

Mike Honeycutt gave a special “thank you” to those involved with the Wellness Fair. Marilyn Lonon said that the Wellness Tip may start coming out on a weekly basis.

Volunteering during Spring Break

Mike Honeycutt reported that the volunteering during Spring Break worked out very well. A lot of people participated at ABCCM, MANNA Food Bank, and the Red Cross.

Thank You’s

Mike Honeycutt gave a special “thank you” to Jill Yarnall and Merianne Epstein for the article in the Asheville Citizen Times about our Distinguished Staff Member of the Year.

Elections

Mike Honeycutt brought up the issue of elections since we have lost several members. Several ideas were brought up in regards to this issue. Sandi Booth suggested that we hold our regular elections early so that we would not have to have two elections back to back. The group agreed and we are looking at holding elections on May 1st.

Budget

Steve Honeycutt reported that the Governor’s budget is out. For the 2003-2004 year, a total (state-wide) university reduction of 2% is projected. A 1.4% reduction is projected for the 2004-2005 budget year. There is a projected 1.6% pay increase for state employees. Steve stressed that these were only projections since it still has to be approved by the House and Senate. You can read the entire budget at the following link: www.osbm.state.nc.us.

Parking Committee

Mike Honeycutt discussed the meeting with the outside consultant firm that the University hired to looking at our parking situation. Areas of major concern are the parking spaces near CH and the new science building being taken away for construction and lay down space. The consultant firm tossed around ideas such as off campus parking and shuttles. Mike encouraged everyone to come up with good ideas. It was also

reported that the new Governor's Village is slated to open in Fall 2003 and there are no designated spaces for the people housed here. We will invite Steve Baxley to the next meeting to discuss ideas.

CSAC Scholarship

Mike Honeycutt reported that the selection committee has been formed.

Staff Development Group

This group will be formed with help from Human Resources.

Reorganization Concerns

Jill Yarnall reported that there was some confusion in her office in regards to the reorganization plan Mark Padilla presented at the last meeting. They are looking for some sort of timeline as to when the changes will take place. A meeting will be set up to discuss these issues.

Charles Shivers Retirement

Sandi Booth reminded the group of Charles Shivers "Roast" on Tuesday, March 18. Since Charles was an original CSAC member they wanted some funny things from the group to use at the roast.

Adjourned at 2:43 pm