

CSAC Minutes

8/26/02-Red Oak Room-2:00 p.m.

In Attendance: Kathleen Ashley, Sandi Booth, Cindy Branton, Keith Burnette, Meg Dutnell, Steve Elliott, Jay Gertz, Lydia Gossett, Lauri Hollingsworth, Mike Honeycutt, Andrea Jackson, Lee Krueger, Marilyn Lonon, Steve McKinney, Melanie Rhodarmer, Maggie Smith, Louis Toms, Diane Williamson, Mike Wilson, Jill Yarnall

Visitors: Sandra Gravely, Steve Honeycutt, Richard White, Brenda Barger

Approval of Minutes: Sandi Booth, Mike Wilson

A copy of the CSAC By-laws and a salary study done by Institutional Research were handed out to all members.

Attendance: As per the by-laws, members who miss three unexcused absences within any single year (July-June) will forfeit their membership. Please e-mail Mike as your absences occur. The board will determine if absences are excused.

Thank You: Thank you to everyone who helped with the picnic. The yard sale raised \$1,002 for the scholarship.

Thank you to Brenda Barger for arranging meals for Nayyir Bayyan.

By-Laws: Please read. CSAC is not a union. CSAC is not to duplicate other committees on campus.

Dr. Mullen: The board along with Buffy Bagwell met with the Chancellor in early August.

The board requested that Dr. Mullen fund another in-range if at all possible. In-Range salary adjustment can be based on equity or on new duties. New employees are often hired at salaries close to that of existing employees. Three things go into determining who is eligible for an in-range salary adjustment: 1) state service, 2) education, and 3) non-state service as related to your job. In the past, the university has committed a total of \$150,000. We would like to see this funded at some level this year. The Chancellor did ask if we think the formula is fair for determining recipients. We do think it is fair, but are always willing to look at the formula again. In-Range is only open to SPA employees.

The Chancellor committed to attending the meetings quarterly. He said that the Vice Chancellors would also attend, but there was not a commitment on dates.

Mike will meet with the Chancellor every other month.

The Chancellor committed to funding the "Distinguished Employee of the Year" award depending on how the UNCA budget is funded for 2002-03. He did like our ideas.

The issue of UNCA employees attending classes at AB-Tech free of charge was assigned to Buffy Bagwell.

The Chancellor committed to giving CSAC more money depending on how the UNCA budget is funded for 2002-03.

Faculty Senate: Mike attended the most recent meeting. They seem to have similar concerns about staying visible with the administration. Dr. Padilla shared his reorganization plan that he also sent to the campus via e-mail.

Concern about In-range: There was a concern that workshops are technical classes not considered for in-range salary adjustments similar to college classes. Many people on campus are required for their job to attend seminars and workshops and UNCA pays for these. We need a sub-committee

to study this and see how other schools compare. HR would need to be involved due to confidentiality and keeping up with attendance.

Committee Updates: At all meetings we will have a time for committee updates if relevant. There are no updates at this time.

Salary data: UNCA's salaries are public information. There is a report in the library listing all salaries. Salary information is sensitive, so please use discretion when discussing salaries. 64% of SPA employees make less than \$25,000. A lateral move between positions is not eligible for an increase in pay even if money is available. Look at salary data that was passed out and bring any questions or concerns to next month's meeting.

Budget: Fifty-four members of the House and Senate are getting together to work out the differences between their budgets. The House has proposed a 10-day vacation bonus instead of a raise for state employees in their budget. They also have proposed an early retirement incentive which requires the employee to have 25 years of service, plus be 55 years old to qualify. There are 10 or 12 people eligible for this at UNCA. We could lose \$500,000 if these people retire and the state eliminates these positions. The Senate has proposed a 2.39% cut and the House has proposed a 3% cut to all state agencies. They have both proposed that salaries be funded at 98%. The Senate exempted universities, but the House did not. After the budget is approved it will take about 1 month for us to know how it will affect UNCA. The governor has to have his proposal for the next biennium before the general assembly by January 15, 2003.

The Newsletter will be coming out soon. We need people to write articles.

After Mike meets with the Chancellor, some of the committee thought it would be helpful for Mike to e-mail what they discussed prior to the next CSAC meeting.

There will be a Wellness Committee meeting on Wednesday August 28th at 2:30 in the Red Oak room. Everyone is welcome to attend.

Look for events to be held on September 11th. There will be an 8:45 moment of silence, a candlelight service, and an interfaith service among other activities.

Meeting adjourned at 3:05 p.m.