

CSAC Minutes

9/16/02- Red Oak Room-2:00 p.m.

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

Visitors: Richard White, Steve Honeycutt, Sandra Gravely

Absent: Steve Elliott, Lauri Hollingsworth, Lee Krueger

Approval of minutes following a clerical correction: Andrea Jackson, Kathleen Ashley

Committee updates

Wellness: The wellness fair will be held Tuesday October 22 from 11:30-4:00 in the Health and Fitness Center. The following is just a sample what to expect: Chiropractor, massage, nutrition, acupuncture, aerobic demonstration, Weight Watchers, body fat test, etc. There will be Benefits vendors present as well. If you have any ideas for additional vendors, please send them to Marilyn Lonon or Lisa Honeycutt. A table will be available to sign-up and show your interest in various support groups.

John Bucher has several wellness workshops planned:

Eating Healthy for Dummies 9/26/02

Eating Healthy in the Dining Hall 10/16/02

Eating Healthy over the Holidays 11/19/02

Stress Management 12/6/02

University Planning Council: Working on goals.

CSAC Scholarship Committee: There will be an e-mail soon asking for volunteers to pick the next scholarship recipient.

Faculty Senate: UNC-A has been asked to put together some information on an engineering program. This has been done, however funding is still a problem. We are up for NCAA certification. The documentation is done and the initial reaction is good. There will be several visitors on campus in conjunction with this certification.

Staff Forum: Meg will be planning this, but needs to talk with Mike.

Newsletter: Marilyn has received an article from Freda on discounts available to one-card users. Diane Williamson has agreed to write an article on parking facts. Maggie Smith has agreed to write an article on the progress with the daycare. These articles are due to Marilyn or Elise by October 1. There will be a CSAC scholarship article, and Steve Elliott has agreed to do a campus construction update.

Holiday Lunch: We do not have a budget at this time for the lunch. Mike will check with the Dr. Mullen about any funding that might be available. In the past Dr. Mullen has subsidized the lunch. We may have to charge for the Holiday lunch this year

Summer Picnic: We were under the impression that Sodexo provided meats and breads free of charge for the picnic. We have since found out that they did charge for all items they supplied for the picnic. The picnic account is in the red. There was a suggestion that in the future we have an account strictly for the picnic and Holiday lunch. This account would be controlled by CSAC.

Volunteering: Bulldog Day is not a convenient time for some staff members to participate. It would be nice to have several other days during the semester when staff could volunteer. Mike is willing to talk to Lloyd Weinberg about some ideas. These could be on a Saturday or during the week, since we have Community Service Leave available.

Meeting with Dr. Mullen: Mike will be meeting next week with Dr. Mullen. Please send any items that you feel need to be discussed to Mike.

Classes at AB-Tech: Buffy Bagwell has looked into this matter and has reported that it will not happen. CSAC was under the impression that Western Carolina University and Southwestern Community College had such an agreement. This is not accurate. Southwestern Community College has some private monies that they use to pay for classes for staff development. Would the committee like to pursue this issue? Mike will bring this up to Dr. Mullen and ask his advice on how we should proceed.

Temp Wage: Facilities Management is being told to hire at the 1997 wage scale. Human Resources is looking into this matter.

In-Range Salary Adjustment: There is still the issue of seminars and conferences not being counted for In-range determination. We need to form a committee of concerned individuals. Mike will send out an e-mail asking for volunteers. Human Resources will need to be involved.

Chancellor appointee: We need one more representative appointed by the Chancellor. Steve will get Mike a list of who ran for CSAC and was not elected.

Staff organizations: Mike is trying to get together a listserv of all chairs of staff organizations on other campuses. This will be helpful when we have questions or problems and wonder what other schools are doing.

Spring Fundraiser: The suggestion was made that we have a spring fundraiser for the CSAC scholarship. The example given was a staff yard sale. This could take place on a Saturday morning and be open to the community. Everybody could pre-price items to save time. We did have people in the community asking if they could come to our picnic yard sale. If there is interest, we will need to get a committee together.

Human Resource Concern: The question was raised about designating an ombudsperson to deal with staff issues and work closely with HR. Should we talk to HR? Isn't this the duty of CSAC as a whole? Do we really want to narrow this to one person? Maybe we as CSAC need to advertise our role better. Can we e-mail the other CSAC chairs and see if any campuses have an ombudsperson?

Adjourned at 2:54 p.m.