

CSAC Meeting Minutes
January 24, 2005*
Highsmith University Union

In attendance: Karen Anderson, Ann Bass, Lane Brown, Chris Castellani, Tony Davis, Helen Dezendorf, Lydia Gossett, Lauri Hollingsworth, Tammy Justice, Mary Carol Morrison, Roger Penley, Leanna Preston, Connie Schaller, Susan Weatherford, Jeanene Wexler, Sharon Whisenhunt, Dierdre Wiggins, Chrissy Wise. Guests included Ann Hubbard and Cindy Branton.

The meeting was called to order by Chair, Connie Schaller, at 2:01 pm.

Connie asked if there were any corrections/additions to the November minutes*. Leanna made a motion that the minutes be approved as printed. Lane seconded. All in favor.

Lauri answered questions about Career Banding – sessions will be on Wednesdays with Public Safety. In 4-6 weeks, the current plan is to move to ITS.

Helen Dezendorf will complete Brenda Parker's (Barger's) term. Her email is hdezendorf@unca.edu and her phone extension is 6633.

Connie reported that our departing VC, Wayne McDevitt, has approved the Community College Program for this next semester (no summer school community college classes). As well, he did say that Enrollment Increase money could be available to staff for Career Banding.

Committee Updates:

Newsletter – Lane reported that they will try to get another issue out by the end of February. If anyone has ideas about who to interview for Spotlight, please email Leanna.

Scholarship – Ann reported that they will meet in March. Mike H used to send out emails asking for \$5.00 contribution. Connie suggested a jar for \$\$ at a miscellaneous event. After some discussion, a Valentine cookie drive was decided upon and Ann & Connie will coordinate cookie delivery for February 14.

Enrollment Growth – Leanna reported that more students fund more faculty and more equipment – not necessarily more staff. BUT – more students means more work for everyone – staff included. IF we are going to grow, HOW do we want to grow. PLEASE attend the session on Thursday, 3rd floor, Owen Hall, 3:00 pm. If you aren't able to go, please email Leanna with comments. We need to be heard and have a voice on growth.

Reminder – on Wednesday, January 26, 2005, a staff forum concerning the Chancellor Search Committee will be held in Laurel Forum. Note cards and pens will be available for those who don't wish to speak publicly.

A request has been placed before the Executive Committee to change 'Assistant Director of Human Resources' to 'Director of Human Resources or designee' in the ByLaws. Leanna suggests that all ByLaws be reviewed and if changes need to be made, do so as a whole. Ann suggested we wait until the new Chancellor comes on board. Jeanene made a motion to proceed with projected changes. Susan will Chair this committee. Lauri, Tammy and Lane will work on proceeding with changes. We will hear a report from this committee at our next CSAC meeting on Monday, February 21, 2005.

Next up for discussion is how Jeanene's move from Academic Affairs (Psychology) to Administration & Financial Affairs (Human Resources) will effect CSAC and the numbers of representatives from each area. Susan made a motion to leave as is and Chrissy seconded. The numbers of representatives will be reviewed with the ByLaws.

Buttons – Connie and Cindy will proceed with making identification buttons for CSAC members to wear during meetings, etc. Connie will send a work order to Printing Services.

Connie reminded us that any legal questions can be directed to Tom Lawton – keeping in mind that CSAC meetings are open to the public.

If anyone is aware of any topics we need to discuss as a group or campus-wide forum ideas, please email Leanna and let her know.

Tammy Justice asked if the Executive Committee would meet with third shifters to discuss any topics or campus-wide forum ideas. The EC will be happy to meet at 10:00 pm one evening when they start their shift.

There being no further business, the meeting adjourned at 2:52 pm.

*No business meeting in December.