

CSAC Meeting Minutes
July 19, 2004
HU – Blue Ridge Board Room

In attendance: Brenda Barger, Steve Elliott, Lydia Gossett, Lauri Hollingsworth, Mike Honeycutt, Andrea Jackson, Tammy Justice, Carole Pickard, Leanna Preston, Connie Schaller, Barbara Wallace, Jeanene Wexler and Mike Wilson. Guests included Lane Brown, Chris Castellani, Tony Davis, Steve Honeycutt and Mary Carol Morrison.

Absent: Karen Anderson, Ann Bass, Melanie Rhodarmer, Susan Weatherford, Dierdre Wiggins, Chrissy Wise.

The meeting was called to order by Chair, Lydia Gossett, at 2:01 pm.

The minutes for May and June were approved.

Steve Honeycutt reported that a salary increase of 2.5% or \$1000 (whichever is greater) will be in August paychecks. The governor will sign and pass a bill which will allow UNCA a new Health & Wellness building. Additional cuts to the budget will be in the amount of \$350,000-\$400,000.

Lydia gave a balance of \$759 and said \$107 has been spent on the picnic.

New members were welcomed and the terms for these new members will start in August.

Lydia met with Chancellor Mullen and invited him to the picnic. Although he would love to come, he will be out of town but will send out an email of invitation to the campus. Election of officers was discussed. Lydia also mentioned to Chancellor Mullen that the distinguished staff member wasn't mentioned at graduation. The Chancellor responded without hesitation that if we let him know in the future he will make sure it happens. Lydia mentioned that the budget will be presented soon and we appreciate money given to CSAC in the past and that we are working on the In Range formula. An email will be sent out from the Chancellor's desk.

Picnic Committee – Jeanene reported that 262 RSVPs have been turned in. Lunch is free. Guests will pay only \$5.00. We will have our First Annual Dessert Contest and lots of door prizes. There will be some secret prizes, too. Plan to wear costumes for July 4th – red, white and blue.

Lydia mentioned we have approval for the Community College classes. An email will be sent out with specifics allowing \$1000 per semester to be available. She has guidelines and applications. The deadline is Monday, July 26. The applications will be first come, first served. Submit the completed application to HR. This is a pilot program for the current academic year (2004-2005) paying tuition and fees.

Mike reported for staff development in the new academic year that the Fish video has already been purchased by Orientation and is available to be checked out.

The Holiday Lunch committee needs to be formed to plan the luncheon for Monday, December 13, 2004. The distinguished staff member can be awarded at the Holiday Luncheon.

Lauri Hollingsworth will be training on the In Range formula in August and hopes to learn how the formula works so she can have a report for us at the next meeting.

Lydia suggested that the campus might like to have legislative updates and asked if someone would volunteer to be the point of contact. Perhaps Deidre could send out an email to announce how to log onto the SENAC page. Monday Morning could announce how to e-connect to OSP.

Susan Weatherford baked cookies and other refreshments are available.

Lydia announced that attendance is expected at every meeting and the only way that you can adequately represent your area is through attendance. If you are going to be absent you must write a letter to the Board and explain the reason. Please try to attend every meeting so you can adequately represent your area and take back answers to your area.

Nominations can come forward. These positions do have to devote a great deal of time to CSAC. The Chair represents staff on a number of campus wide committees. The Secretary must take minutes. The Vice Chair will assume the responsibilities of the Chair if for any reason the Chair steps down from that position. There being no nominations from the floor, the following positions were announced. They are Chair – Connie Schaller, Vice Chair – Leanna Preston, Secretary – Jeanene Wexler. All members agreed. There was no disagreement voiced. These individuals have been approved by acclamation.

The meeting for August will be held on Monday, August 23 (instead of the 16th) due to the start of school.

Lydia Gossett thanked everyone for their support and work during her journey as Chair.

The meeting adjourned at 2:30 pm.