

**CSAC Meeting Minutes**  
September 20, 2004  
HU – Blue Ridge Board Room

**In attendance:** Karen Anderson, Brenda Barger, Ann Bass, Lane Brown, Chris Castellani, Tony Davis, Lauri Hollingsworth, Tammy Justice, Mary Carol Morrison, Roger Penley, Leanna Preston, Connie Schaller, Jeanene Wexler, Sharon Whisenhunt, Dierdre Wiggins, Chrissy Wise. Guests included Darcie Sootin, Tricia Tomberlin, Marilyn Lonon, Debbie Race, Sandra Gravely, Rosie Palmisano, Blair Jenkins, Joyce Hamilton, Jena Burges, and Pat McClellan.

**Absent:** Lydia Gossett and Susan Weatherford.

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

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

Connie reminded all members to check their email accounts daily and that attendance at the meetings is crucial. She needs to know if/when we will be absent. This is not to police anyone, but is necessary to be recorded for attendance and for business.

Connie asked if there were any areas on campus that any members would like a representative to come from to give us more information. For example, Pat McClellan will be joining us at 2:30 pm to give us an update on Academic & Student Affairs. Leanna would like someone to come from NCCCR. Brenda would like John Bucher to come about changes in HU. Jeanene would like Tony Davis to speak about foundation accounts. Tammy would like someone to come to speak about campus operations (and mentioned operations were necessary even when some of the rest of us were off during the recent storms). Leanna would like Janet Cone from Athletics to come. Marilyn mentioned discounts in conjunction with this to encourage more staff attendance at athletic events. Ann would like someone to come give information on the new Wellness Center and new programs offered there. Jeanene would like someone to come from the library. Chrissy asked about meal prices for staff/faculty. Connie will bring this up with Chancellor, again.

Connie sent around a sign up sheet for attendance at Faculty Senate meetings. She also sent around sign up sheets for various committees. The various committees were discussed.

Lauri Hollingsworth was unable to go to WCU for the In Range meetings because of Frances and Ivan. She will attempt to reschedule.

Connie also asked if there was any interest in establishing a Fund, in light of the recent flooding, that can be used as assistance for those within the campus community. Lauri mentioned that UNCA does have a loan program. After discussion, the members present decided to establish a fund – not a loan to be repaid – where monies raised could be used for a variety of assistance measures.

Ann suggested name tags for CSAC members so when we attend meetings, our identity/purpose for attendance is known. Connie will contact someone in graphics to see about getting these done.

The business portion of the meeting concluded at 2:30 pm.

Pat McClellan was introduced and proceeded to discuss the organization of Academic and Student Affairs. She handed out flow charts indicating the organization. After Pat finished, more discussions were held.

The meeting adjourned at 3:02 pm.