

CSAC Meeting Minutes
October 18, 2004
HU – Blue Ridge Board Room

In attendance: Ann Bass, Lane Brown, Tony Davis, Lydia Gossett, Lauri Hollingsworth, Tammy Justice, Mary Carol Morrison, Roger Penley, Leanna Preston, Connie Schaller, Susan Weatherford, Jeanene Wexler, Sharon Whisenhunt,. Guests included Marilyn Lonon, Sandra Gravely, Joyce Hamilton, Jena Burges, Cindy Branton, Yuri Koslen (speaker), and Steve Elliott (assisting speaker).

Absent: Karen Anderson, Brenda Barger, Chris Castellani, Dierdre Wiggins and Chrissy Wise.

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. Leanna made a motion that the minutes be approved as printed. Lane seconded. All in favor.

Connie informed us she had not received a quorum via email to move the December 20 meeting to December 13 (immediately following the Holiday Luncheon). All in favor.

Connie will proceed to work with Printing Services on the nametags for CSAC members.

Connie asked about input for observing Veterans Day. Marilyn suggested we not get into it. Ann asked how other campuses observed the holiday. Jeanene suggested that other days (besides Veterans Day) may be of interest to those on campus. After some discussion, Connie said she would make the Chancellor aware that some staff had asked about this.

Connie announced that per Leanna volunteers are still needed for the Knowledge Bowl on October 30. There is a morning session and an afternoon session. For more information contact Special Academic Programs at extension 6558.

Now for committee reports:

Newsletter – Lane reported that the committee has met once and will meet again on the 26th. The target date for the first newsletter is November 21st (on the web and mass email).

Wellness – Lauri reported that plans are underway to have UNCA designated as a Well Work Place. Everyone should have received the Chancellor's Wellness Challenge (via email). The Halloween Cholesterol Screening Wednesday & Thursday, October 27 and 28, is a great way to get started. All you need to do is call Elise at 251-6513 BEFORE FRIDAY OCTOBER 22 and let her know which day you are going. Then – fast for 12 hours prior (that means you can eat dinner BEFORE 8:00 pm the night before – but no breakfast the morning of), show up, have your blood drawn, fill out the 5-10 minute Health Risk Assessment (HRA) and you're on your way! Due to the generosity of the Chancellor and Wayne McDevitt the HRAs are free to all UNCA employees participating. The blood draw usually costs \$20.00, but these funds will allow staff who participate to pay only \$10.00. ALL of the information is CONFIDENTIAL. Your individual results will be shared with NO ONE. The University will only get a composite report. Everyone is encouraged to participate. Dominique Ennis (232-2881) has forms and we'll see emails from her about this. We would like at least 20% participation from employees so we can continue our involvement in the Well Work Place. (If you've had blood work in the past 6-9 months get those numbers from your doctor and come on over on the 27th and 28th.)

Miscellaneous Events – No events planned in the near future. Connie will give a report closer to the first of the year when events are closer.

CSAC Scholarship – Ann reported that posters are going up this week with applications and handed out both to members so they could be posted in their respective buildings.

Staff Development – This committee has been put on hold for lack of participation. Tammy reported that she had ideas about classes that staff members have requested.

Cultural & Special Events – Karen not here to report.

Distinguished Staff Member – too soon to report.

Employee Picnic – too soon to report.

Holiday Luncheon – Jeanene reported the theme is “ABCs of the Holidays” and we will collect Children’s books and donate them to Social Services/Foster Care/Asheville-Buncombe Education Coalition. Be thinking of a character from a Children’s book that you can dress up as to show your support. We will have collection sites for the books. The location will be the HFC this year – we maxed out at the Dining Hall last year. There will be plenty of room, so encourage those you work with to come on out and enjoy. Maybe you can even think of themes for you and people you work with to dress up together (like Goldilocks and the Three Bears),

Institutional Development Committee – Leanna reported that the committee has met twice, focusing on process, setting up discussion guidelines, determining a working definition of ‘student’ for counting purposes. The IDC will announce a series of open meetings for the rest of campus to provide an opportunity for input and feedback. Leanna will bring a schedule of the open meetings to the next meeting.

Faculty Senate – Jeanene reported that she and Sharon were pleasantly surprised. The meeting was interesting and handouts were provided. They were warmly greeted by Dr. Nickless (Chair). Sandra verified the spelling of their names (to get them correct for the minutes), they were encouraged to ask questions and speak up and Dr. Gary Nallan (Psychology Department) even thanked them for attending (after the meeting) and encouraged them to come back and let other people on campus know about Faculty Senate, too. Jeanene and Sharon have handouts of what was discussed if anyone is interested in looking over them.

The business portion of the meeting concluded at 2:35 pm.

Yuri Koslen, Transportation Planner, then gave a program about the transportation issues that the University is facing. Any questions about transportation can be addressed by Yuri. His email address is ykoslen@unca.edu and his phone number is 251-6691.

The meeting adjourned at 3:15 pm.