



# Classified Staff Advisory Council Meeting Minutes



*CSAC Members Present:* Red Darland, Mary Hale, Dan Hoyt, Michelle Jensen, Sabrina Johnson, Evelyn Meuret, Jerry Murphy, Terry Olson, Jill Reichenberger, Karen Reiter, Cindy Schultz, Patty Stenz, Sarah Stichert, Jim Strey Julie Wilkinson and Marlene Zdanovec

*CSAC Members Absent:* Kyn Anthony  
*Administrative Liaison:* Tim Danielson  
*SAS Liaison:* Kelly Beisenstein-Weiss  
*Guest(s):* Jean Bord and Paulette Feld

Meeting was opened by Chair, Jill Reichenberger.

## **APPROVAL OF MINUTES**

Marlene made a motion to approve the April 12, 2006 minutes; Sabrina seconded the motion; minutes approved by consensus.

## **TREASURER'S REPORT**

Karen reported that there have been no changes in the budget since last month. There are still several expenses to come out of this year's budget, but after those have been deducted there will still be approximately \$200 to carry over to next year's budget.

## **CHAIR'S REPORT**

Jill thanked all council members for their service during her term as president and urged new members, as well as those continuing on the council to become involved in CSAC committees.

CSAC committee chairs were asked to get year-end reports to Jill as soon as possible so she can put together a list of our accomplishments for CSDAD.

Jill suggested that the council ask Beth Heuer to attend an upcoming meeting to give council members more information on the new performance evaluation forms that are to be used by supervisors.

She also extended a thank you to Michelle Jensen for getting the latest version of the newsletter out.

## **COMMITTEE REPORTS**

- ACUG Representative – Michelle Jensen  
Academic Computing is revising its vision and mission statement.  
Student tech fee proposals are being looked at.  
Bulk computer orders have saved the university a significant amount and will continue to be used whenever possible as computers are replaced across campus.
- Liaison- Senate of Academic Staff – Kelly Weiss  
Nothing to report.



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- Awards & Recognition – Marlene Zdanovec  
Annette Murphy is the May STAR award winner.  
OPA nominees will be receiving a letter soon asking them to get their supporting documentation ready.
- Committee on Committees - Karen Reiter  
No appointments have been made this past month.
- Classified Staff Grant Committee – Sabrina Johnson  
Nothing to report.
- CSDAD Planning – Jean Bord  
Tom Sonnleitner will replace Chancellor Wells introducing the speaker for the day.  
T-shirts can be picked up on 5/24 & 5/25 in Reeve Union at the book buy-back window.  
The winning team for the day will receive \$20 Chamber gift certificates. A drawing will be held at the end of the day for any leftover certificates.
- Grant Fund Raising Committee – Marlene Zdanovec  
Raffle tickets have been disbursed. Winners will be drawn during the ice cream social.  
Additional prizes have been added this year, including an iPod, a gas grill, and a Portable DVD player.
- Marketing – Cindy Schultz  
Folks have noticed and commented on the donor postcards that have been posted. The committee is working on a big sign recognizing donors to put up in the Bingo area on CSDAD.

### OLD CSAC BUSINESS

- OSA Resolution  
Because of the responses received from classified staff to the e-mail about the OSA Resolution, Jill suggested that the response from CSAC should be that we thank them for sharing their resolution, but that we would make no decision for support or non-support as a group. The council unanimously approved Jill's suggestion. She will inform OSA and will notify the classified staff of the decision.

### NEW CSAC BUSINESS

- Boat Race for Fall Fest 2006  
Watch for more information on teams forming for boat races the day of Fall Fest 2006. Team members can get sponsors or pay the fee themselves to form a team.
- Elections  
Elections for CSAC officers were held. Nominees for each position were asked to give a brief bio to the group and then step out of the room while the committee discussed the candidates. The nominees then returned to the room for the vote. Nominees for each position are listed below with the selected members name bolded:



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- Chair: **Julie Wilkinson**  
Dan Hoyt
- Vice Chair: **Karen Reiter**  
Michelle Jensen
- Secretary: **Dan Hoyt**  
(Only one nominee. Jill made a motion to accept Dan's appt.; Michelle seconded the motion.)
- Treasurer: **Marlene**  
(Only one nominee. Jill made a motion to accept Marlene's appt.: Jim seconded the motion.)

### **"ROUND ROBIN" (other University business of interest to CSAC)**

Red Darland will continue to coordinate the Volunteer Committee next year.

**NEXT CSAC MEETING:** Wednesday, June 14, 2006 at 1:30 p.m. in Dempsey 212.