



## Career Service Council

### Executive Officers

Chair: *Marie Thomas*

Vice Chair: *Chris Parks*

Secretary: *Carol Pugh*

Treasurer: *Tyffany Wishart*

### Standing Committee Representatives

Bylaws and Elections: *Chris Parks*

Historians: *Melody Cevalin and Lisa Davis*

Salary and Benefits: *Angie Siekers*

Meeting Date: November 20, 2013

Minutes taken and prepared by: *Carol Pugh*

**Representatives Present:** Pat Brady, Delia Carr, Maura Daquila, Lisa Davis, Paula Gainey, Oralia Gamino, Sue Harris, Tom Holland, Beverly Hurst, Celeste Otero, Chris Parks, Carol Pugh, Angie Siekers, Michelle Theus, Marie Thomas, Nina Trombi, Carol Wilson and Tyffany Wishart

**Representatives Absent:** Blanca Betances, Shelley Carroll, Melody Cevalin, Heather Faison, Pricilla Fort, Wanda Holmes-Howard, Bertha Jackson, Karen Lake, Fred Long, Kate Marks, Candace Mather and Lynn Speer

**Guests, Members and Others:** Racqual Crawford, Larry Jarvis, Kathy Koontz, Sue Kulmacz, Jim Murphy, Jorge Tormes and Dianne Wilkinson

**Call to Order:** Chairperson Marie Thomas called the meeting to order at 10:03 am in Building S, Room 326/327.

### Approval of Minutes:

Minutes from the October 16 meeting were distributed. A motion was made by Sue Harris to approve the minutes; seconded by Lisa Davis. Motion approved.

### Communication from our College President:

**Colonel McRae** – Trustee Arley McRae recently suffered a serious stroke. He has been undergoing special therapy. Dr. Sasser asked everyone to keep him in their thoughts.

**Campus Entrance** – The entrances to campus will be undergoing a major renovation. The funds used for these entrances are monies that cannot be used for salaries. The new entrance will be a clock tower/monument design.

**Commencement** – Fall term commencement will be held on December 13. Dr. Sasser encouraged all to attend this celebration of what we do.

**Convocation** – Everyone is invited to convocation on January 3. Dr. Sasser asked everyone to attend convocation; he is still working on a “hello, my name is” video to feature a number of students who will use one word to describe what Santa Fe means to them.

**Strategic Planning Process** – At 1:30 pm on November 21 in R-01, we will begin work on the new strategic planning process. Some items to be considered are baccalaureate degrees, internationalization, diversity and East Gainesville. If you haven’t already RSVP’d for this event, it is too late.

**Department of Labor Audit** – Dr. Sasser would like to have a report before convocation. The committee has completed their meetings and will meet with Dr. Sasser the first week of December.

**Association of Florida Colleges** – Congratulations to Dan Rodkin on winning president-elect of AFC at the recent convention. Dan won by only four votes; Dr. Sasser was very proud of the integrity Dan displayed throughout the election process. He would like to see more faculty participation at convention.

**Next Board Meeting** – The next board meeting will be held on Tuesday, January 21, at 4:00 pm on the Northwest Campus.

**Treasurer's Report:**

The treasurer's report for October was distributed. There is an overall balance of \$8,360.62 in the career service budget. Of this amount, \$5,093.00 is for scholarships and \$1,161.62 is in the Saints Sharewear fund. The balance in the general fund is \$1,510.30. A motion was made by Nina Trombi to approve the treasurer's report; seconded by Lisa Davis. Motion approved.

**Committee Reports:**

Committee reports will be sent out via e-mail.

The DOL Committee/CSC Executive Officers have been meeting to compile the information gathered as a result of the recent DOL Audit and the surveys that were sent out. Their charge is near completion and they will be meeting with Dr. Sasser in the very near future to present a proposal to him.

**Representative Reports:**

Due to length of meeting, representative reports will be sent out via e-mail.

**Old Business:**

Career Service will hold a holiday social on Wednesday, December 4 from 10 am until 2 pm. Everyone is asked to bring a finger food. There will be drawings for door prizes.

**New Business:**

Applications for Adopt-a-Family are due by December 2 to Carol Pugh.

Applications for Spring Term scholarships are due January 13, 2014 to Chris Parks.

**Announcements:**

**Next Meeting:** The next meeting will be held on Wednesday, January 22, 2014 at 10:00 am in S-326/327.

**Adjournment:** The meeting adjourned at 11:17 am.