



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: February 19, 2014

Minutes taken and prepared by: *Carol Pugh*

Representatives Present: Pat Brady, Maura Daquila, David Diefendorf, Brenda Evans, Pricilla Fort, Paula Gainey, Oralia Gamino, Sue Harris, Beverly Hurst, Bertha Jackson, Candace Mather, Celeste Otero, Chris Parks, Carol Pugh, Angie Siekers, Marie Thomas, Nina Trombi, Carol Wilson and Tyffany Wishart

Representatives Absent: Melissa Atyeo, Blanca Betances, Delia Carr, Shelley Carroll, Melody Cevalin, Lola Christian, Lisa Davis, Heather Faison, Tom Holland, Wanda Holmes-Howard, Susan Kulmacz, Karen Lake, Fred Long, Deb Singletary, Lynn Speer and Michelle Theus

Guests, Members and Others: Dawn Arnett, Andrielle Boone, Larry Cauthen, Hannah Fischer, Sean Flavik, C.J. Fort, Vince Grimm, Missy Hamlow, George Hastie, Jason Head, Cathy Keen, Darrell Linzy, Brad McKenna, Jim Murphy, Mark Whiteacre 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 January 22 meeting were distributed. A motion was made by Nina Trombi to approve the minutes; seconded by Seth Florio. Motion approved.

Communication from our College President:

Department of Labor Audit – Dr. Sasser reported that there is no news regarding the audit. Within a few hours, each career service employee will receive a hand-delivered letter from Dr. Sasser; included in the letter is a personal apology to each employee.

Guns on Campus – A federal judge has ruled that people can have guns on campus. Shotguns can be in window. If you have a concealed weapon permit, you should check in with the police department, but you cannot bring it out of your car.

Student for a Day – Dr. Sasser will be “Student for a Day” on Wednesday, March 12.

Women of Distinction – This year’s “Women of Distinction” event will be held on Monday, March 17, in the Fine Arts Hall.

Spring Arts Festival – This annual community event will take place in downtown Gainesville on Saturday and Sunday, April 5 and 6.

Next Board Meeting – The next board meeting will be held on Tuesday, April 15, at 4:00 pm at the Andrews Center in Starke.

Guest:

Tim Nesler announced that Office 365 will replace the college e-mail system. The college will be turning on personal cloud space, instant messaging and share point. They will then move e-mail to cloud and turn on sky drive. The target is to get faculty on before summer. If you share a calendar, the calendar may be “broken”. Mobile devices set to e-mail will need to be reset. This gives us what we need to continue operations and comes with a huge cost savings to the college. Eventually, the “U” drive is going away. Share point is a content management system. Outlook web access on the browser will look and feel a little different. The college is putting this on a “fast track” to implement before faculty leave for summer.

Treasurer’s Report:

The treasurer’s report for February was distributed. A motion was made by Angie Siekers to approve the treasurer’s report; seconded by Bertha Jackson. Motion approved.

Committee/Representative Reports:

Bookstore Advisory Committee – No report.

Bylaws and Elections – No report.

Cluster Representative Committee – No report.

DOL Committee – Everything has been presented and the committee has met with Benny Alligood. Right now, we are in a waiting position. Only the pilot group should be using the electronic timesheets.

Food Service Advisory Committee – Bertha Jackson reported that all vendors are stating that business is down; consequently, so are profits. The lunch rush doesn’t last long. Tuesdays and Thursdays are busiest days on campus. Student use is way down and staff use is small. The college is working on noise reduction in the staff lounge. There will be a safety inspection on March 31.

Historian – No report.

Salary and Benefits – Brenda Evans will attend meeting this afternoon. One focus for the RPC presentation is equity/reclassification study for career service employees. Let Angie Siekers know of any suggestions/recommendations and she will work on proposal. Job descriptions should be updated with specific duties and not be generic. Every time we have an opportunity, we should ask for something.

Sustainability – No report.

Technology – Tim Nesler covered the Technology update.

Transportation and Security – No report.

Old Business:

Friends of Career Service – Thanks to those career service employees who have made contributions.

New Business:

Spring Tribute – May 8 has been reserved as the date for the spring tribute. Please see Chris Parks to volunteer for this event.

Salary and Benefits – The committee will meet to discuss the reclassification proposal to be presented to RPC.

Announcements:

Next Meeting: The next meeting will be held on Wednesday, April 16, at 10:00 am in S-326/327.

Adjournment: The meeting adjourned at 11:15 am.