

Executive Officers

Chair: *Lindy Russell*  
 Vice Chair: *Jessica Brown*  
 Secretary: *Lukisha King*  
 Treasurer: *Tyffany Wishart*

Standing Committee Representatives

Bylaws and Elections: *Oralia Gamino*  
 Historians: *Melody Cevalin and Lisa Davis*  
 Salary and Benefits: *Mikayla Klein*

Meeting Date: September 21, 2016  
 Minutes prepared by: *Lukisha King*

Please note that copies of the minutes and corresponding agendas can be found on the Career Service Council website, <http://www.sfcollege.edu/csc/> under "Current Agenda Items." Our email address is [csc@sfcollege.edu](mailto:csc@sfcollege.edu).

**Representatives and Officers Present:**

Ken Bettencourt  
 Haley Sivils

Oralia Gamino  
 Jessica Brown  
 Fred Long  
 Carol Wilson

Delia Carr  
 Tyffany Wishart  
 Krystal Nelson  
 Cathy Keen

Lukisha King  
 Beverly Hurst  
 Carol Pugh

**Representatives and Officers Absent:**

Lindy Russell  
 Bertha Jackson

Mikayla Klein

Lisa Davis

**Members, Guests, and Others:**

Renee Henry  
 Kathy Duvall

Karen Knott

Julie McGrath

**I. Call to Order:**

Vice Chairperson Jessica Brown called the meeting to order at 10:05 AM in Building S, Room 326.

**II. Approval of Minutes**

Minutes from the June 22, 2016 meeting were amended as follows: The Executive Board Secretary, Lukisha King's name was spelled incorrectly, (Lukesha King).

A motion was made by Oralia Gamino to approve the minutes as amended. Seconded by Delia Carr. Approved unanimously.

**III. Communication from the College President**

- Executive Board Meeting-** The meeting held, September 20, 2016 was one of the best board meetings in 15 years. The meeting discussed a bill that was passed requiring

Institutions of higher learning to take a more direct approach in knowing textbook cost. There were four ideas discussed, in terms of how to lower textbook cost, but, one idea is being focused on, which is the idea of having one common textbook per course instead of several different textbooks with varying cost.

2. **Kika Silva Pla Planetarium-** September 29 through October 2, 2016, the Planetarium will be celebrating its 10<sup>th</sup> anniversary. There will be a music laser show with music from Led Zeppelin and the Beatles.
3. **Boo at the Zoo-** One of the largest events held at Santa Fe College. The event is highly anticipated and an expected 6,000 people will attend. Participation requires donation of a canned good.
4. **Time Capsule-** Ideas are needed for what to put in the capsule. Also, although the time capsule will be made out of metal, which it should not leak, remember the time capsule will be opened 25 years later, so the items inside need to withstand the length of time and environmental changes.
5. **State of the College-** This Fall term enrollment was one of the best in 15 years. Fall B term will be the biggest in history and students are still enrolling for Fall B term. There is a correlation with increased enrollment helps to increase salaries and there are plans to keep setting aside monies for salaries.

#### **IV. Communication from Vice-Chair- Jessica Brown:**

1. The current Fall semester scholarship request and awards were the largest in history which has left the fund in a low balance. The total donations received every pay period equal about \$100. Awards for the current Fall term had to be reduced in order to be able to award in the Spring term. More donations are encouraged.

#### **V. United Way:**

United Way campaign- Summer-United Way Associate introduced the speaker- John Alexander, Executive Director of the Reichert House. The United Way helps fund the Community Education program through the Reichert House's Community Investment fund. The Reichert House helps high-risk boys by teaching them life skills to be successful. The Reichert House also was recognized by the Aspen Program for their work in educating young boys in elementary and middle schools and the efforts of keeping young boys out of trouble.

Doug Bagby is the Co-Chair for the United Way campaign. The theme for this year is "50 years United" which is also in support of United Way's 60<sup>th</sup> anniversary in helping the community. Giveaways are the iPad Mini and water bottles which will have the SF logo and "50 Years United" on the bottles. The official United Way campaign will start in October / November. Be on the lookout for pledge forms in the mail and the pledge forms are to be turned into Ramona Mount in the Office for Finance.

#### **VI. Treasurer's Report:**

The Career Service Fund balance as of 09/15/2016 is \$5601.52, designated as follows:

- \$2,299.13 in the scholarship fund
- \$1,751.02 in the family fund

- \$1,551.37 in the general fund.

The Sharewear account has \$503.41

A motion was made by Oralia Gamino to approve the treasurer's report as presented. Seconded by Fred Long. Approved unanimously.

**VII. Committee/Representative Reports:**

1. **Bookstore Advisory Committee:** Meeting next Monday, September 26, 2016.
2. **Bylaws and Elections:** No report.
3. **Food Service Advisory Committee:** No report.
4. **Historian:** No report.
5. **Salary and Benefits:** No report.
6. **Sustainability Committee:** No report. We are looking for a volunteer to be on this committee.
7. **Transportation and Security:** No report. We are looking for a volunteer to be on this committee.

**VIII. Old Business**

1. Reclassification has been completed

**IX. New Business:**

1. Heart Walk- Saturday, September 24, 2016. Start time is 7:30am. Location: Santa Fe College.
2. Cluster Representative- Having more representation from other areas that may be unable to attend the Career Service meetings.
3. Career Service representation within the Senate meeting for Transgender changes and full access.
4. Smoke Free Initiative- Surveys through Survey Monkey are expected to be sent out to get a consensus about having a smoke free campus.
5. Career Service Survey- Accepting new ideas for the new Career Service Council.

**X. Announcements:**

1. **Next CSC Meeting:** 10:00 AM on Wednesday, October 19, 2016 in S326.

**XI. Adjournment:**

The meeting adjourned at 10:43AM.