

Executive Officers

Chair: *Jessica Brown*

Vice Chair: *Renee Henry*

Secretary: *Noah Hundley*

Treasurer: *Tyffany Wishart*

Standing Committee Representatives

Bylaws and Elections: *Renee Henry*

Historians: *Lisa McNair*

Salary and Benefits: *Mikayla Robinson*

Meeting Date: 11/15/2017

Minutes prepared by: *Noah Hundley*

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:**

Amanda Colvard

Carol Pugh

Jessica Brown

Lisa McNair

Krystal Nelson

Renee Henry

Tyffany Wishart

**Members, Guests, and  
Others:**

Betsy Nunu

Deborah Ackerman

Julie McGrath

Mikayla Robinson

**I. Call to Order:**

Chair Jessica Brown called the meeting to order at 10:03 AM in Building S, Room 326.

**II. Approval of Minutes**

A motion was made by Lisa McNair to approve the minutes for 10/18/2017. Seconded by Mikayla Robinson. Approved unanimously.

**III. Communication from College President**

1. The Board of Trustees had an important and productive meeting at the Andrews Center on 11/14/2017 (Dr. Sasser thanked Tyffany Wishart for coming to represent us).
2. Career service meetings are our chance to ask him questions and bring concerns to him. A long with Senate and Student Government we are the voices of Santa Fe (we are the voice).
3. We are pushing closer and closer to the living wage (within a few thousand), but please keep bringing any additional concerns forward to him or salary and benefits.

4. Thanksgiving is already here and then its winter break, can you believe it?
5. You are welcome to attend graduation. We all represent Santa Fe College, come celebrate our college's achievements. Additionally with current new reports, please remember if you see something odd or out of the ordinary on campus, say something. You can always report to the Behavioral Intervention Team, led by Patti Locascio.
6. Convocation is on 01/05/2017. While it is instructor oriented, it is a firm belief of Dr. Sasser that we are all teachers here at Santa Fe College. We all have an impact on the success of students as a whole no matter what our job is here.
7. Lastly, please remember that this is your time to address issues and ask questions, make sure to come career service with anything that might be bothering you. We are a family.

**IV. Communication from Council Chair:**

1. Our holiday social is on Thursday 12/14/2017. For anyone anting to bring food, please sign up with our link to PerfectPotluck.com (link sent from Jessica Brown).
2. Sharewear news: fill a bag was a huge success and we will try to implement one a semester.
  - a. Additionally we are looking into opening up a second day for sharewear, please let us know if you are interested in volunteering.
3. Career Service Scholrship is being updated, we will now require recipients to work an hour a semester for share wear if granted the scholarship. Please let us know if you have any feedback.

**V. Treasurer's Report:**

The Career Service Fund balance as of 11/15/207 is \$5,954.24, designated as follows:

- \$944.46 in the scholarship fund
- \$2,620.35 in the family fund
- \$2,339.43 in the general fund.

The Sharewear account has \$1,163.52

A motion was made by Renee Henry to approve the treasurer's report as presented. Seconded by Lisa McNair. Approved unanimously.

**VI. Committee/Representative Reports:**

1. **Bookstore Advisory Committee:** No report.
2. **Bylaws and Elections:** No report.
3. **Food Service Advisory Committee:** No report.
4. **Historian:** Looking at developing a webpage instead of a photobook so everyone can enjoy our history.
5. **Salary and Benefits:** Leading proposal ideas are: discount for little school, incentives for acquiring a degree and possibly revisiting our insurance coverage. If anyone has any additional ideas or feedback please let us know.
6. **Sustainability Committee:** No report.

7. **Transportation and Security:** No report.

**VII. Old Business**

1. The Strike out hunger campaign has finished; out of the four boxes placed around campus, we were able to fill two boxes total. While not ideal, we are glad we were able to contribute.
2. One more reminder: December pay has moved to two paychecks (12/15/2017 & 12/29/2017) versus the traditional one December paycheck

**VIII. New Business:**

1. Holiday social will be on Thursday;12/14/2017.

**IX. Announcements:**

1. **Next CSC Meeting:** 10:00 AM on Wednesday, 01/17/2018 in S-326.

**X. Adjournment:**

The meeting adjourned at 10:29 AM.

DRAFT