

**CSAC Meeting Minutes**  
March 21, 2005  
Highsmith University Union

**In attendance:** Karen Anderson, Lane Brown, Tony Davis, Helen Dezendorf, Lydia Gossett, Lauri Hollingsworth, Mary Carol Morrison, Roger Penley, Leanna Preston, Connie Schaller, Susan Weatherford, Jeanene Wexler, and Dierdre Wiggins. Those absent were Ann Bass, Chris Castellani, Tammy Justice, Sharon Whisenhunt and Chrissy Wise. Guest was Eileen Buecher.

The meeting was called to order by Chair, Connie Schaller, at 2:01 pm.

Connie asked if there were any corrections/additions to the February minutes. Leanna said her absence needs to be recorded. Helen said her last name was spelled incorrectly. Helen's name has been corrected already. The minutes will be corrected to show Leanna's absence. Susan made a motion to approve with the corrections and Mary Carol seconded. All in favor.

**Committee Updates:**

By-Law Reviews – Susan reported that the committee met and Susan will forward information to Connie. She also stated that Lane and Tammy were good workers on this committee.

Scholarship – Leanna reported that she, Ann & Tammy met. They earned in excess of \$400.00 for the cookies on Valentine's Day. They have more ideas for spring – maybe selling seed packets or greens. Tammy will check with Melissa Acker. Maybe something will be planned for May.

Newsletter – Lane reported that the newsletter has been delayed because of sickness but should be coming out by the end of the month.

Farewell – Planned for April 19<sup>th</sup> – during Employee Appreciation Week.

EAW – Jeanene reported on events that will be held during Employee Appreciation Week – breakfast for a buck Monday thru Thursday, free breakfast on Friday, bulldog wrap lunch on Monday, Chancellor's Farewell on Tuesday, Wellness Fair on Wednesday, Ice Cream & Cookies on Thursday with a teambuilding workshop following that by Janet Cone and the Service Awards during breakfast on Friday. Several events are being planned for third shift, too - a sub sandwich dinner on Monday and a pizza party/movie night for Thursday evening.

Wellness – Tony Davis reported 10 confirmed vendors for the fair and waiting to hear from others.

Enrollment Growth – Leanna reported that the final meeting is coming up March 31. She will word a statement on behalf of staff/CSAC and send it to us. She will voice this statement at the final meeting.

Eileen Buecher with the Career Center then spoke and gave handouts about exciting new endeavors that the Career Center is embarking on.

Leanna and Connie attended the video conference on Staff Assembly and after some discussion we decided to table a decision until Leanna writes a resolution.

The meeting adjourned at 2:59 pm.