November 13, 2002
12:00 Noon
UHB

ATTENDEES: Dennis Cox, Colin Metzger, Bonnie Andrus, Joe Winkle, Shannon Broad, Laurie Sullivan, Claudia West, Marcia Campbell, Janeene Cowley

1. Minutes were moved to approve by Marcia, seconded by Claudia.

2. Dennis has had information regarding a state wide tuition increase of 4.5% for all State Higher Ed campuses. There is the possibility that DSC will increase that by an additional 3%.

3. There were many who had valuable input on the prioritizing of the vacant positions on campus. Dennis appreciated the comments and discussion. It was difficult to make a Job Priority List that wasn’t prejudice by department. There are needs in each department for the holes to be plugged. It was determined for the Job Priority List to truly be of benefit campus wide, we will require each department to lay parameters - or selling points - regarding the open positions. There is an attached page for each department/group leader to complete and get back to Dennis by Monday, December 9, 2002.

4. Janet will be meeting with the Faculty Senate Committee at the end of the week. She will be able to share the STATEMENT information/reaction at our next meeting.

5. The Christmas party & dinner will be December 9th 11:30-1:30. DSC Faculty will be invited to join with us (splitting the cost) for the dinner and festivities.
   Marcia Campbell Chair – Has small trees to deliver to each department for decorating.
   Will get entertainment
   Laurie Sullivan Committee – Group singing/Ice breaker

6. Benefits Fair: Date will be February 19, 2003. We will serve lunch to Association members. There will be door prizes. Letters will be sent to “college approved” entrants. The question was asked if there is a legal reason we cannot open this fair to other commercial businesses in town who would have a product or service that would be of BENEFIT to college employees. This idea will be researched by Dennis. Entrants will pay a $50.00 fee

7. We were reminded of the “Campus to Community” project going on of collecting books to be distributed to various charities in the county as well as to Purgatory.

8. The semester will end December 13th.

Meeting adjourned at 1:05 P.M.
1. List position(s) vacant in your department. Indicate if they are F/T or P/T.

2. Simply state the key responsibilities.

3. List importance of need for position to be filled
   A. For your department:
   B. For the campus:

4. How long has this position been vacant?