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Meeting Facilitator: Diana Higgins, Chair

Officers: Jeff Zimmerman, Leilani Farrell, Mindy Brand, Jeanette Seward

- I. Call to Order by Diana at 3:03pm
- II. Welcome and Introductions
  - A. New CSO Employees - Jeff Zimmerman
    1. Erica Van Leuven, Administrative Assistant 1 – TRiO Student Support Services
- III. Reports
  - A. Approval of Minutes from December 2021 Meeting – Diana Higgins  
Leilani moved to approve, Jeff seconded
  - B. Treasurer’s Report - Leilani Farrell
    1. Payroll deductions seems to be reducing gradually  
Diana moved to approve, Ila Duff seconded
- IV. Old Business
  - A. Diana – Committee sign-ups needed, need volunteers for employee recognition committee
- V. New Business
  - A. Recognition and Retirements - Jeff Zimmerman
    - Jeannette Seward, 5 years
    - Kelsie Seitz, 5 years
    - Heath Fuller, 15 years
    - Julie Scoles, 15 years
    - Deanna Bodden, 20 years
    - Geri Seale, 35 years
    - Tim Stricklin & Judy Floch are retiring this year
  - B. Committee Reports - Diana Higgins
    - Nomination/Election Committee – Employee of the year nominations are planned to be posted online by this Friday
    - CSO Chair Elect is leaving LC; therefore, seats will need filled for both the Chair position and Chair Elect. Requesting ideas on how to recruit to CSO officers.
    - Bylaws – Edits were sent out with meeting invite. Most edits were clarifications and grammar corrections.  
Mindy moved to approve, Noreen Johnson seconded
    - FAC Report – Diana; observers met; categorized and proposed suggestions. (some include: boost advertising, bring back LC Presents, special custodial services and some remodeling for Res Life, streamlining efficiency across campus, AA position in Athletics, math tutors, sound proofing in student counseling, Kinder College flooring)

- VI. President's Council Report - Diana Higgins; IBE Legislative Academy Presentation was shown at the meeting and was very insightful. Diana recommends everyone watch if they are interested in changes in demographics and higher ed.
- VII. Next Meeting Date: May 19, 2022 (CSO Social)
- VIII. Drawing for Door Prizes
- IX. Congratulations to Jeff Zimmerman and Barb Syska, who will each receive \$10 in Warrior Bucks.
- X. Adjournment
  - A. Meeting adjourned at 3:39 p.m.