

CCSA Spring 2006 Meeting

Glenwood Springs, CO
May 18 & 19, 2006

Registered Attendees:

- Adams State College - Shelle McLean
- Colorado College - Andrea Culp, Darlene Garcia,
- Colorado State University - Brett Beal, Jan Behunek, Lucinda VanInwagen
- Fort Lewis College - Allyn Talg
- Metropolitan State College - Gary Boley
- Regis University - Richard DelliVeneri, Emily Frank, Linda Helwig, Karen Metzger, April Peterson, Cyndy Redifer, Patty Roberts
- University of Colorado at Boulder - Michael Deragisch, Ray Garcia, Ann Herrmann, Judy Hlawatsch, Nancy Lloyd, Jane Rogers, Sandi Rosewell, Jodi Schneiderman, Lisa Severy
- University of Colorado at Denver - Jonne Kraning, Denise Leberer,
- University of Denver - Mary Michael Hawkins, Pat O'Keefe, Ruth Prochnow, Tina Stack-Oldweiler, Wendy Winter-Searcy
- University of Northern Colorado - Peg Griffin, Matt Leland, Marlane Mowitz, Paulette Schenck
- Western State College - Svea Whiting

Thursday, May 18th

7:30-8:30 AM

Breakfast

8:30-8:45 AM Welcome

The Spring 2006 CCSA Spring Meeting began at 8:30 AM on Thursday, May 18th with a Welcome by the President of CCSA, Lisa Severy, and an introduction of CCSA's new members.

9:00-10:00 AM

Functional Group Sessions were held for Employer Relations, Counseling, Experiential Education and Directors.

10:00-11:00 AM

Topical Group Sessions were held on Third-Party Recruiting, CCSA Website, Teacher Fair, Student Engagement, Engaging Faculty and Use of Technology.

11:00 AM-Noon

CCSA Business Meeting Minutes:

The CCSA Spring 2006 Business Meeting was called to order by President Lisa Severy at 11:00 AM on Thursday, May 18th, 2006.

The Fall 2005 Business Meeting Minutes, which were emailed out to members, was amended by Mary Michael Hawkins and Darlene Garcia. Mary Michael Hawkins requested a change to the Treasurer's Report. The Financial Statement, as of November 16, 2005, was changed in the Revenue section to \$700.00 for Annual Dues instead of the originally reported amount of \$650.00. This resulted in total revenues of \$1305.66 and an ending balance amount of \$5,744.43. In addition, Darlene Garcia from Colorado College requested that Darlene Garcia, Andrea Culp, Gretchen Wardell and Renee Estes were added as members in attendance. Marlane Mowitz, President-Elect said that these items would be added. Brett Beal made a motion to approve the minutes as amended and Linda Helwig seconded the motion. The minutes were unanimously approved

The Treasurer's Report was passed out and reviewed by Mary Michael Hawkins, CCSA's Treasurer. The beginning balance was \$5,744.43, total revenues were \$4,200 and total expenses were \$1,962.34 for an ending balance of \$7,982.09. Peg Griffin made a motion to approve the Treasurer's Report and Allen Talg seconded the motion. The Treasurer's Report was approved unanimously by the members. (See CCSA Financial Statement below)

CCSA Financial Statement

As of May 16, 2006

Beginning Balance as of Nov 16, 2005	\$5,744.43
Revenues	
November Meeting Fees	1,275.00
May Meeting Fees	2,925.00
<i>Sub-total Revenues</i>	\$4,200.00
Expenses	
Parking Permits for November Meeting	54.00
November Meeting Expenses	830.50
Hotel Colorado Deposit (May Meeting)	500.00
Speaker Fee (May Meeting)	576.59
Bank Service Fee	1.25
<i>Sub-total Expenses</i>	\$1,962.34
Ending Balance as of May 16, 2006	\$7,982.09

Old Business:

CASPA Meeting Representative

Judy Hlawatch requested that CCSA send a representative to the CASPA (Colorado Association of School Personnel Administrators) meetings. The CCSA member who attends the CASPA meetings would use the CCSA Business Meeting and Listserv to update CCSA members on the CASPA Meeting results, who will attend the next CASPA Meeting and other relevant information. Judy Hlawatch made a motion to have a CCSA member serve as the CASPA Meeting Representative and Sandi Rosewell seconded the motion. All members approved the motion.

Employer Relations Internship

Michael Deragisch proposed that CCSA utilize a paid intern to perform CCSA's website duties which would target the employer relations functions and include the following: develop visually attractive, functional and responsive website; list all career fair dates in calendar format; add website logo for each CCSA member college; develop columns identifying each college and its' respective majors as well as identifying each major and the colleges offering it; maintain a link to the States of Colorado's and Wyoming's Education and Employment websites. CCSA's website design would be developed the first year and maintained in succeeding years. The intern would be paid through CCSA's funds, supervised by a CCSA Member from the intern's college, and complete approved learning objectives.

President Severy opened the proposal up for member discussion. It was recommended that a committee would be created to oversee this project. It was also recommended that a job description would be needed outlining the intern's job duties. Compensation for the internship was discussed and it was recommended that a salary average is used to determine the hourly salary. Michael Degarisch asked that the members' approval of the intern's funding is tabled until he had obtained additional information. Brett Beal moved that CCSA approve the CCSA Website Internship position and nominated Michael Deragisch as the Chair for the Committee. Linda Helwig seconded that motion. Members unanimously passed the motion.

New Business:

Career Fair Dates

Marlane Mowitz proposed that career centers submit their fairs during the Fall Meeting for the next Fall and Spring semester (i.e. Fall 2007 and Spring 2008 career fair dates would be submitted at the Fall 2006 Meeting). Jan Behunek said he would need to determine how to design the website for posting fair dates for the next two years. Michael Deragisch made a motion that the next academic year career fair dates are submitted by each college at each Fall Business Meeting instead of at the Spring Business Meeting which was the previous practice. Judy Hlawatch seconded the motion. All members approved the motion.

Officer Elections

President Severy asked for President-Elect nominations. Marlane Mowitz nominated Brett Beal for the President-Elect position. Brett Beal accepted the nomination. President Severy asked if there were additional nominations for President-Elect and there were none. Nominations for the Treasurer's position were solicited by the President. Sandi Rosewell nominated Mary Michael for Treasurer. Mary Michael accepted the nomination. President Severy asked if there were additional nominations for Treasurer and no more nominations were submitted. Ballots for the two positions were submitted by CCSA members on Friday, May 19th. Brett Beal was elected as President-Elect and Mary Michael Hawkins was elected as Treasurer.

Fall 2006 Meeting

President Severy asked members to volunteer a meeting site for the Fall 2006 Meeting. Mary Michael Hawkins said that the University of Denver would host the meeting. The date of Friday, November 17th was recommended and approved by all the members. Members made the following recommendations for the meeting agenda: Breakout sessions need to be longer than one hour; functional groups and topics of discussion groups are both important; professional development topics could include Facebook and job search issues; parental involvement with students (curling parents); networking skills for students; Strengths Quest career counseling, breakout sessions for half a day and professional development sessions for half a day.

Business Meeting was adjourned

Brett Beal made a motion to adjourn the meeting and Jane Rogers seconded the motion. All members approved the motion and Lisa adjourned meeting at 11:59 AM.

Noon-1:00 PM Lunch

1:30-2:45 PM

Job & Internship Postings Consortium: Erik Mulloy, President of CSO Research, presented information on the Colorado Consortium of Collegiate Candidates (CCCC) that was started by Colorado State University, University of Colorado at Boulder, University of Colorado at Denver and University of Northern Colorado who are current Interfase CS users. A list of employers has been developed and a pilot study is being conducted to determine the initiative's outcomes. Erik reviewed the pilot studies' timeline. Once the pilot study has been completed, all CCSA member colleges are invited to participate without additional fees incurred. Additional funding will also be sought to pay for a marketing campaign to employers.

Lisa Severy said she would oversee the project with a representative from each participating campus and meetings would be held when appropriate. It was agreed that CCCC is not a formal part of the CCSA organization and so the CCCC's meetings would occur before or after the CCSA meetings.

3:00-4:30 PM

Cost of Quality Higher Education and the Current Fiscal Situation for Higher Education in Colorado: Ric Porreca, Senior Vice Chancellor and Chief Financial Officer at CU - Boulder, outlined the factors affecting state funding for colleges. He said that the two things that institutions need to be successful are: 1) Resources to attract and support the faculty and students necessary to be competitive in their markets and 2) Management flexibility to operate without necessary restrictions from state bureaucracy.

Friday, May 19th

8:00-9:00 AM

Breakfast

9:15-10:00 AM

Campus Updates & Best Practices were reported by the colleges in attendance at the meeting.

10:15-11:45 AM

The Future of Career Services & NACE: Deb Chereck, NACE President and Director of the Career Center at the University of Oregon, presented an overview of NACE's activities including the 2004-05 NACE's Future Directions Task Force's Goals, the results of the College and Employer Survey, the May 2005 NACE National Meeting Executive Summit topics and the resulting 2006 Strategic Plan. President Chereck asked that members email her (dchereck@uoregon.edu) with suggestions and feedback regarding NACE.

11:45 AM

Closing & Evaluations: President Lisa Severy thanked all members for attending the Spring Meeting. Mary Michael Hawkins and Marlane Mowitz then presented President Severy with a plaque from all the CCSA Members thanking Lisa for the outstanding job she did as the 2005-06 CCSA President.