



Steering Committee members present:

Brenda Vollman (BV); Charles Lieberman (CL); Ericka Calton (EC); Patrina Huff (PH); Rob France (RF); Rouzbeh Nazari (RN) [non-voting ex-officio] ; Kate Wilson (KW); and Chong Wojtkowski (CW)

Steering Committee members absent:

Michael Broder (MB); Denis Tores (DT)

**KW called meeting to order 12/01/06 at 6:04 PM; CL minutes**

I. Approval of Agenda (amended)

**RF motion to approve amended agenda; CL 2<sup>nd</sup>  
Unanimous**

II. Approval of Old Minutes (amended)

**CL move to table, RF 2<sup>nd</sup>  
Unanimous**

III. Old Business

- A. Election Process; Want to addressing envelopes. Keep matrices separate EC will do that. Keep the envelopes in order by Zip code.

IV. Student Affairs Report (CW)

a. Campus visits and student outreach

Need to be more productive. Maybe community building be more involved. More advertising and plenary should help. KW- we should look to adjuncts. EC- Face to face interaction should be added to this. CW next campus visit will be hunter.

b. Spring party duties/hosting duties

- i. BV created list of duties. We are the hosts, so please be aware and attentive.

c. Student space and room reservation

A. Please be careful with room reservations to avoid conflicts. EC need to limit the length of time in a row. RF, we reserve the right to revoke any events. CW, do a walk during the office hours. CW will do a revised template. BV post rules in the rooms.

d. Chartered Organizations

Encourage chartered organization to be more active, some of them haven't move to their offices, what are they doing with the chartered status, BV, they should report at the end of the year and maybe rewrite the bylaw about this particular matter.

RF invite them to the plenary. BV, give them a piece of advocate page.

V. Communications Report (DG)

a. Student listserv

Instruction about using the webpage and list serve being presented to SC members.

b. Steering Committee duties

i. Discussion about office hours and mission statement of SC members

VI. Business Report (BV)

**BV motion to approve \$100 for DSC representatives' business cards; RN 2<sup>nd</sup>**

**Unanimous**

**Move to approve the \$900 expense of steering committee members get together.**

**Unanimous**

a. Budget

b. Departmental allocation

RF asked about raise of Co chair and SC members' stipend in order to attract more members. BV asking for suggested percentage of increase to be evaluated.

CL suggests \$50 increase of stipend for SC and 475 for Co chairs.

BV, department allocation money wouldn't change in the next year's budget and stays \$3 per person or \$180 per department.

**KW, Motion to approve to add the USS report to the agenda under No.8; CL 2<sup>nd</sup>**

**Unanimous**

VII. Committee Reports

A. Community building (Charls/Patrina)

CL Community building is looking for proper couch for DSC rooms and the prices has increased.

**RF motion to approve \$200 for couches from discretionary funds; EC 2<sup>nd</sup>**

**Unanimous**

PH speaks about the coffee hours and students attendance.

BV making suggestion about asking chartered organization to come to the coffee hours and meet with the students.

B. Health issues (Denise)

EC speaks on behalf of DT.

C. Library Committee(Rob)

The committee's current plan is to meet with Danny Conman in order to transfer the ideas that committee members have and discussing the issue of increase of the copy matching's card fee.

D. Recruitment Committee( Ericka)

VIII. USS Report(Rouzbeh)

USS delegate speaks about University student senate current Master Plan and possible increase of student activity fee. DSC would not recommend any raise without an appropriate and legitimate plan from USS.

IX. New Business

a. Reps for 2006-2007

SC members being suggested to encourage students from departments with missing reps and seek for student nominee to fill out the vacancy in the appeal committee.

CL will serve as student rep in appeal committee for rest of the semester if no one elected in the next plenary meeting.

b. Other new business

Patrina speaks about room arrangement and adding shelves.

X. Announcements

CW announces DSC Spring Party.

XI. Adjournment

**KW motion to adjourn meeting; RN 2<sup>nd</sup>  
Unanimous**

**KW adjourned meeting at 8:05 PM  
Respectfully collected by Rouzbeh Nazari**