

To: Technical and Academic Support Staffing Committee (Team H)

Fr: Chuck Carletta

Re: Meeting 2/12/04

Present: Dorothy Tolliver, Chuck Carletta

1. We discussed feedback from Debbie Winkler, Chuck Carletta and Dorothy Tolliver concerning priorities for the positions listed in the Learning Center, Business Lab and Library. The rankings in our existing position grid was consistent with the new input in these three areas.
2. We discussed the need to check our priorities listed for the positions in the Media Center and Computing Services. These can be verified with Deanna Reese/Mike Albert and Kris Shibano/Steve George at our next meeting.
3. We agreed that our focus at this time needs to be how to prioritize our list of 35.5 positions so that we can submit a recommendation for the Budget Integration phase of the Strategic Planning process by March.
4. We scheduled our next meeting for Tuesday 2/24/2004 at 3:30 pm in Dorothy's office.
5. Meeting was adjourned early since only two members showed up.