

## **Site Visit Resource Committee**

Meeting Minutes  
October 2, 2008

### **Opening:**

The regular meeting of the **SSC Self Study 2009-2010 Sub-Committee for Site Visit Resources and Arrangements** was called to order at 1:00 on October 2<sup>nd</sup>, 2008 in the Booster Room.

### **Present:**

Those present were Rita Story-Schell, Cindy Guinn, Tracy Lucas, Bill Knowles, Dawna Hamm, and Priscilla Freeman

#### **A. Approval of Minutes**

The minutes from our Feb. 19<sup>th</sup> meeting, were approved.

#### **B. Open Issues**

Plans were discussed as to using the offices behind Marguerite's office in the library as the resource rooms. There is a kitchen and bathroom available and discussed plans for improving area to meet criteria. Or if the new One Stop Shop is open by then we could use the Fiscal Affairs area as the resource room.

#### **C. New Business**

The hotel rooms have been reserved by Cindy Guinn, and the car has been reserved for them in case they don't rent one. We are going to check with Food Service to see if they can provide some of their meals. We will make the Campus Phone Directory available and provide maps of the grounds to the group.

#### **D. Agenda for Next Meeting**

Follow up on the status of the separate goals of our team members. Decide which student's from President's Leadership or other groups on campus will be escorts for the team.

### **Adjournment:**

Meeting was adjourned at 2:00 PM by Rita Story-Schell We are planning to meet again in the spring.

Minutes submitted by: Priscilla Freeman