

**MSAC Meeting Minutes**  
**Wednesday, September 17, 2008**  
**2:00 p.m.-3:15 p.m.**

**Present:** Ginny Corso, Terri Fox, Paula Neutzling, Vicki Ryan, Rick Stewart, Connie Stitzlein, and Cindi Thompson

**ITEM 1:**  
**Approval of Minutes**

Minutes from the August 12, 2008, MSAC meeting were approved and will be posted on the MSAC website.

**ITEM 2:**  
**Staff Bagel Drop**

MSAC will be providing bagels for breakfast to all staff members on Monday, September 29, between 8 and 8:30 a.m. as staff appreciation. MSAC members will share in the preparation and delivery duties to the various departments.

**ITEM 3:**  
**Hidden Benefits Fair**

MSAC would like to hold a local hidden benefits fair during Winter Quarter. MSAC members who are available would like to visit the one held on the Columbus Campus on Wednesday, December 10, 2008, to see how it is set up.

**ITEM 4:**  
**Staff Appreciation**

MSAC held the ice cream social in August. We need to plan events for the coming year and Rick is reviving the Staff Appreciation Committee to begin planning the fall quarter activity.

**ITEM 5:**  
**Executive Committee Report**

There is a time line set up for hiring the new Associate Dean. The job description is to be in place by the end of September. Applicants can apply in October so that presentations can be done by the beginning of November so that the person can be hired and working with Ted by Thanksgiving.

**NEXT MEETING:**

The next meeting will be held on Wednesday, October 8, 2008, at 2 p.m., in the Conference Room (460) of the Center for Corporate & Community Education in Ovalwood.