MEETING NOTES

I. Information Items
   • DSAC website up and running

   **Action:** L. Kenyon to continue to refine site. Suggestions included adding a banner or photo to the landing page, adding a feed to staff profiles.

   **Action:** L. Kenyon to pass information on new website to editor of Eng-e-news.

II. Update on hiring/spending postponement
   • L. Rothenburg provided an update on the hiring/spending postponement. Mission critical hirings, especially in the areas of new programs, are being approved.

   • Concern was expressed about how HR would deal with the backlog once the hiring postponement is lifted.

   **Action:** L. Rothenburg to bring issue up at Dean’s Council.

III. Staff Development Survey
   • Committee members reviewed current draft of the survey and made suggestions for improvement.

   **Action:** S. Ivkovic to make revisions and circulate survey to committee members.