

## **WSASEA**

### **Town Meeting Agenda- November 9, 2009**

Central Washington University, Ellensburg, WA  
Mary Grupe Conference Center

#### **Attendance:**

**Board Members:** Pam Martin, President, Pacific Lutheran U; Gayle Dohrman, Past President and Webmaster, CSU; Paula Three Stars, Secretary President –Elect, Everett Community College; Christi Rafer, Vice President, Seattle Pacific U; Kamara Brooks, Treasurer, Columbia Basin College; Daphne Lightfoot, Member at Large, Columbia Basin College and Jeffrey Powell, HECB.

**Members:** Ronda Hansen, EvCC; Diana Baker Highline CC; Heather Bertels, HECB; Ana Burn-Johnson, U of Puget Sound; Aaron Coleman, Spokane CC; Jenny Draggoo, Gonzaga; Mallory Gomez, HECB; Lauren Hardin, Seattle U; Twyla Kruger, Walla Walla U; Tammy Messing, Spokane Falls CC; Kathleen Nolen, WWU; Caryn Regimbal, WWU; Marlena Robbins, HECB; Joan Rogerson, Centralia CC, Janet Heym, Clark College

**Non-Members attending:** Joanna Andrews, Northwest U, Ardella Williams, Centralia College and Bonnie Albano Yakima Valley CC.

**9:00 am** Meet and Greet, Refreshments provided by Kamara Brooks and Daphne Lightfoot.

**10:00 am** President Pam Martin called meeting to order.  
Housekeeping information given by Daphne Lightfoot  
Ice Breaker- Daphne Lightfoot

#### **10:20 am Business Meeting:**

**Executive Board Meeting Minutes-** Paula Three Stars read the minutes. Christi Rafer made a motion to approve the minutes; Tana Dugan seconded; there were no discussions. Minutes were approved.

**Treasurer's Report-** Kamara Brooks read report  
Daphne Lightfoot made a motion to approve the report, Twyla Kruger seconded; there were no discussions. Treasurer's Report was approved.

#### **Presidents Update-**

Pam Martin went to Orlando, FL representing WA State. NSEA was low in attendance due to economy. Brought hand out back from the conference for members to read. Conference had short regional meetings for each group. Western Region WASEA announced they will not have a conference, but will have a bi-annual. Western Region will do more C trainings and revamping their website.

Robin Guevara volunteered and was voted in as State Liaison. Her position reports to WASEA and in charge of Student Employee of the Year.

#### **Other Business:**

Gayle Dohrman brought to the members attention that WASEA could charge less than \$200 for Rainbow lodge conference and the change fees would not have a negative impact on our budget. She encouraged all members to attend as the conference offers Federal, which will include the new federal work study stimulus package. Conference will be in May.

**10:50 am** Break

**11:00 am** Higher Education Coordinating Board present: Jeff Powell, Marlena Robbins, Heather Bertels and Mallory Gomez

#### **Jeffrey Powell-**

**The State of State Work Study-** Schools should not count on supplemental SWS funds in 09-10 and need to manage accordingly.

**Washington's Economic Outlook –** SWS resources will continue to be fully utilized and may not grow as fast as necessary to meet student capacity/demand.

**SWS Non-resident Service Levels-** All institutions should actively restrain non-resident SWS utilization to the greatest degree possible.

**SWS High Employer Demand**

**SWS Funds Distribution Model**

**Other SWS Issues:**

No minimum wage increase for 2010. WA min wage still \$8.55.

Because Federal Title IV funds are incorporated into the SWS program, the SWS program is "colored" by Title IV funding and therefore: SWS earnings should not be counted in TANF income benefit calculations

SWS earning should not count against an individual receiving Unemployment insurance benefits.

Marlena Robbins-

**SWS Contract, Profile and Job Description Forms-** Newest version available on Public website and Portal. Marlena went over what information is needed to complete an Employers contract; incomplete contracts are the main reason for slow process.

**Fund Management-** There were no Deobligations in the Nov survey to date.

**Employer Relations-** Contract and job description renewal

75% of employers renewed for 08-09

Renewal period closed new contract and job description now required.

Heather Bertels-

**Time Sheets-** Heather share information on time sheets keyed in house, initial review errors, Portal entry errors; Rejected time sheets. Educate employers on process and submit error free time sheets and submit time sheets frequently.

**SWS Special Projects-**

Incentive Grants; Math & Science Teacher; High Employer Demand and Community Service projects are well underway. In March applications will be available to schools.

**11:45 am** Hosted Lunch at Holmes Dining Hall in the CWU SURC

**1:00 pm** Jaqualyn Johnson, Director of Career Services at Central Washington University "**Finding Jobs in a Tough Economy**" Motto: Design your Future

Highlights:

- The Economy-changes in the work place
- What do students look for in prospective employers?
- What do employers seek in prospective hires?
- The Big 5 qualities of leadership: Extraversion (knowing when you need to be out going in a professional way, agreeableness- team player, conscientiousness- (follow through, responsibility), emotional stability –(mental disabilities
- openness to new experiences
- Know your Industries
- Networking: how do you manage relationships?
- Global Survival Skills
- 21<sup>st</sup> Century Skills
- In the 21<sup>st</sup> century, everyone must be an Entrepreneur
- What can I do now to prepare?

**1:57 pm** Break- five min break

**2:00 pm** JLD Workshop/Roundtable Discussion (bring your job development forms, techniques, issues, problems, etc. to share with colleagues)

**3:00** Adjourned

**4:pm** Executive Board went to campus US Bank and opened a new account for WSASEA in order to simplify the change of new board members.

Submitted by:

Paula Three Stars, Secretary