

TALC ESP Meeting Minutes

The TALC ESP committee met on Tue. Mar. 23, 2004 at 2:30 p.m. in the Blue Room of Business Sciences Building. Susan Vaughan, Chair, called the meeting to order.

Members present were:

Susan Vaughan, Chair	Mary Ann Head	Noel Isham
Debbie Puett, Vice Chair	Susan Hendrick	Kelly Metcalf
Judy Gordon	Donna Hood	Bruce Waddingham

The next meeting of the TALC ESP committee will be 2:30 pm, Tue., Apr. 27, 2004 in the Blue Room of Business Sciences building.

Old Business:

1. Phone system. We are waiting to hear from Fred Bayley to bring a report back to the committee.
2. Review of staff/professional evaluation forms. We are waiting to hear from Fred Bayley to bring a report back to the committee.
3. Message board and campus map. There is nothing new to report.
4. Campus events. Susan Hendrick reported there is a contest underway to name the stall wall news. They will be placed in plastic sleeves and located in the restrooms. It has been decided to include campus wide events on the news sheet.
5. Parking. Stephen Matheny sent a report to Susan Vaughan that we currently have 722 spaces on campus and 23 handicapped spaces (not including the Foundation). We should have 8 more handicapped spaces.
6. Lighting. Stephen Matheny sent a report to Susan Vaughan that Duke power is going to send a proposal in 2 weeks for placing a light near the intersection of ICC Loop and Piney Ridge Road to aid in visibility at night. He expects the annual cost for all exterior lighting to be around \$30,000. This will become a budget issue. He also reported that we had previously purchased 43 lights to be installed on campus and all but 18 or 20 have been installed. This project is ongoing.
7. Curriculum course prerequisites. Kelly Metcalf reported that the issue was brought up at VP Council meeting and Deans/Directors were asked to encourage faculty, when they are advising students, to be aware of the importance of meeting prerequisite requirements.
8. Bookstore. Stephen has been talking to Mel McCurry regarding improvements in services. Some things, such as new signs and a change in hours of operation are being considered.
9. Book rentals. This is not being considered at this time due to heavy start-up costs and personnel required to manage the project.

New business:

1. ACA focus groups. The installation of an ATM on campus was mentioned in the ACA focus groups. Stephen will talk to Amy Penson about discussing this with BB&T. The suggestion was made to contact the SECU also. Additional ACA comments were discussed, but the committee did not identify other projects to be addressed by TALC ESP.
3. Resource officer. Judy Gordon mentioned that we may be able to get a resource officer on campus and fund the cost with a grant and county matching funds.
4. College Café. The question of how to make the College Café area nicer was discussed. It was suggested that one thing that would help would be removing the carpet. Kelly Metcalf will ask Johnny Smith if the SGA would like to take on the project. There was also some discussion about whether the seating area could be enlarged through expansion into the President's dining room.

The meeting adjourned at 3:35 pm.