

Senior Staff Meeting
October 27, 2008
Meeting Notes

Attending: Theresa Aragon, Don Bantz, Art Costantino, Susan Harris, Steve Hunter, Lee Hoemann, John Hurley, Maryam Jacobs, Walter Niemiec, Les Purce, Todd Sprague, Julie Suchanek, Allen Toothaker, Steve Trotter, Laurel Uznanski

Absent: John Carmichael

Minutes

The notes from the previous meeting were approved.

Announcements

- Susan Harris announced that John Carmichael would not be attending the meeting.
- Don Bantz announced the Faculty retreat has been moved from Seabeck to Camp Solomon Schechter. He requested that each person planning to attend the retreat RSVP to Sue Bruner if they have not already done so for this venue.
- Art Costantino announced additional time is needed to assess the performance of the Flaming Eggplant. He also discussed issues surrounding added resources and staff time utilized.
- Lee Hoemann announced that she and Tom will host an open house on Election Day. Details for the event were distributed to those in attendance.

Retirement Program Document Update

Allen Toothaker distributed a hand-out with information on the retirement program: "New 403b Plan Regulation under the Pension Protection Act." He informed the group that a written plan is needed by January 1, 2009 to be in compliance. The company Ropes and Gray is finalizing the documents. Documents are expected to be completed and presented to the Board of Trustees by the next BOT meeting on November 12, 2008.

Action Items:

- Confirm when the Retirement documents will be completed and returned from the company Ropes and Gray. Advise Les of status. (Allen Toothaker)
- Iron out the details for the Board of Trustee presentation on November 12, 2008. (Allen Toothaker)
- Pull together an advisory group including UFE, faculty and exempt representation this week. Advise Les of group status. (Walter Niemiec)
- Email to be sent out to exempt employees regarding mandatory participation and 10% contribution. (Allen Toothaker)

UFE Proposed Contract

Walter Niemiec, Steve Trotter and Laurel Uznanski discussed the details of the proposed UFE contract. It was noted that a link to the document along with voting instructions was emailed out earlier in the day by the Laurie Meeker-UFE.

Peer to Peer Copyright Notifications

Maryam Jacobs discussed peer to peer copyright notifications and the issues surround the downloading of copyrighted materials. She presented a list of four (4) corrective action options to consider.

Action items:

- Place on VP agenda and come up with recommendation for peer to peer copyright issue. (John Hurley)

Tacoma Lease

John Hurley gave an update on the Tacoma lease. The proposed lease is a five year, no opt out lease starting in 2010. It is expected to be brought before the Board of Trustees for approval at the next board meeting on November 12, 2008.

October 29th Budget Forum

Todd Sprague circulated a draft informational document for the forum that was emailed earlier. It was announced the forum would go forward on the 29th.

Action Items

- Email an invitation to campus community to attend the forum. (John Carmichael/President's Office)
- Ask the student government to participate in the forum. (Art Costantino)

Legislative Strategy

Julie Suchanek presented a handout on her proposed legislative strategy. She requested that anyone with suggestions or comments provide feedback.

Student Art Policy

Art Costantino discussed issues surrounding student art. Lee Hoemann mentioned that there is a art committee that could deal with many of the issues in question.

Action Items

- Student art policy to be added to the VP agenda. (Art Costantino)

October 30 Retreat Agenda

Susan Harris announced the retreat will be held on campus and is a follow-up for the senior staff retreat held earlier in the year. She noted that John Carmichael is expected to email out the agenda tomorrow, Tuesday, October 28th.

Action Items

- Email out agenda for the October 30, 2008 Senior Staff Retreat. (John Carmichael)