

**Senior Staff Meeting
February 2, 2009
Meeting Notes**

Attending: Theresa Aragon, Don Bantz, John Carmichael, Art Costantino, Lee Hoemann, Steve Hunter, John Hurley, Les Purce, Todd Sprague, Julie Suchanek, Allen Toothaker, Steve Trotter

Minutes

The notes from the previous meeting were approved.

Announcements

- Theresa Aragon reported on the Asian Studies Development Forum.
- Todd Sprague reported that the men's basketball team won two games.
- Lee Hoemann noted an traveling seminar planned in New York.
- Art Costantino announced a community conversation planned for February 11 from 3:00 to 5:00.
- Art also reported that Faculty Chair Terry Setter is opening an informal dialogue with local police and city officials.
- John Hurley said that outdoor emergency communications systems will be tested this week.
- Art Costantino described an incident in Housing in which police cars were vandalized.
- John Hurley said that the college received feedback on our submittal to the Washington State Quality Award (WSQA). A meeting of senior leadership to discuss the feedback will be scheduled.
- Steve Hunter noted that Doug Scrima, Clarisse Leong, and he will be visiting Trustee Kristin Hayden to talk about student recruitment.

Budget Planning Discussion

Les Purce described a meeting between the presidents and Senate Leadership. Senate leaders want to understand in some detail what cuts the institutions would make in response to the Governor's budget and in response to a budget cut that might 50% larger.

The group discussed follow-up steps from last week's campus forum. The web site will be updated with video of the forum and divisional scenarios.

Allen Toothaker said that some areas may be considering revisions to job descriptions as they prepare for budget cuts. Those changes could require that positions be reallocated to new job classifications. He asked the group to contact Human Resources to discuss any contemplated change in job descriptions.

Follow-up: Contact HR about any contemplated revisions to job descriptions.
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Legislative Update

Julie Suchanek reported that the House had moved the supplemental budget forward. The Senate is likely to consider the House supplemental budget in the next week or two. The Senate passed a "hard freeze" bill, which would stop hiring, travel, most equipment purchases and personal service contracts paid for from state money or tuition.

The first legislative cut-off deadline is in three weeks. Julie asked the group to respond promptly when she asks for an assessment of proposed legislative. If the college misses an opportunity to testify on a bill, it becomes very awkward to try to influence the legislation.

Follow-up: Respond promptly to any requests from Julie for feedback on proposed legislation.

Fundraising

Lee Hoemann noted that budget reductions lead to increased fundraising efforts across campus. These efforts should be coordinated in advance with College Advancement. College Advancement is working on a policy that would reinforce this.

<p>Follow-up: Notify Lee Hoemann if you are aware of a fundraising effort that has not been cleared through Advancement.</p>
