

Senior Staff Meeting
July 19, 2010
Meeting Notes

Attending: John Carmichael, Art Costantino, Susan Harris, Lee Hoemann, Steve Hunter, John Hurley, Nancy Murray, Les Purce, Todd Sprague, Steve Trotter
Absent: Julie Garver, Ken Tabbutt, Laurel Uznanski

Review of minutes

The minutes of the June 28, 2010 meeting were approved.

Strategic Enrolment Management Charge

Steve H. distributed four documents for review: 1) *Re-Charging the Strategic Enrollment Management Group*; 2) *Draft Budget Coordinator's Group*; 3) *Student AA FTE Scenarios/Tuition Revenue Estimates (net of waivers)*; and 4) *Enrollment Scenarios*. He provided a walkthrough of the Strategic Enrollment Management Charge. Areas of discussion included: state funding and the economy; enrollments; financial aid; and tuition increases. It was discussed whether or not the timeline is aggressive enough and if it is syncing up with external dates. The BOT retreat is scheduled for October 11, 2010 and it is important we ready to engage the Board on issues covered by the charge. It was noted that most areas in phase one and phase two have been either completed or in process.

Decisions and Actions

- Five year history on tuition discounting to be prepared (Steve H.).
- VPs to check in with budget coordinators to assess progress of budget coordinator analyses (VPs).
- Strategic Enrollment retreat to be scheduled prior to October (Susan H.).

Update on Biomass

Steve T. distributed notes from Friday's Biomass meeting. Joe Tougas facilitated the meeting. The meeting focused on information sharing. Key questions/concerns included: 1) Is the biomass gasification truly carbon neutral?; 2) What is the best way to dispose of waste products?; and 3) How do we know what to believe? It was noted that the Biomass Gasification project suggestion was brought to administration from students and faculty.

Decisions and Actions

- Nancy Murray to contact Rob Cole and the faculty and sit down to discuss faculty engagement with the Biomass Gasification project (Nancy M.).

Update on Tacoma Visit

John H. gave a brief overview on his visit to the Tacoma area.

Update on Budget Communications

It was noted by Todd S. that there are some holes in the communications with regard to the budget. Budget announcements are coming from different sources and reaching varied audiences. Internal communications strategy was discussed.

Decisions and Actions

- Communication to be developed to give staff and faculty some context as to the current budget situation. Indicate more information will be shared when it is available (Todd S.).