

Senior Staff Meeting

January 23, 2012

Meeting Notes

Attending: John Carmichael, Art Costantino, Susan Harris, Steve Hunter, Nancy Murray, Todd Sprague, Steve Trotter, Laurel Uznanski, Michael Zimmerman

Absent: Julie Garver, Lee Hoemann, John Hurley, Les Purce

Additions to the Agenda

No agenda was distributed due to the previous week's storm. Agenda items include: Debrief Weather Events; Preview Day; Collective Bargaining; and Board of Trustees Meeting.

Announcements

- No announcements were made.

Debrief Weather Events

The boilers had a steam leak and went out during the storm which affected the heat in some housing showers. The alarms indicating boiler problems are not working properly. Students that were affected were offered the use of the CRC showers and showers in other housing units. All power was out for a period of time. Food Services kept up with the demand and were able to provide warm food – one day they cooked outside. A lot of people put in long hours to keep everything running. John H. and Art C. stayed in touch regularly. The college was closed Friday due to driving conditions and exposed power lines. The one snowplow the college has is not adequate for this level of snowfall.

Decisions and Actions

- Email to be sent out from the President's Office thanking individuals for their patience and general thank you to those who worked so hard during the storm. Include note for faculty and staff offering the use of the CRC showers if their power is still out (John C.).
- Another email from the VPs to be sent out to more formally thank individuals who stepped up during the storm. Individual names to be mentioned (VPs, Todd S.).
- Email to be sent out to clarify how to submit leave during this last bout of weather (Laurel U.).
- Work on a plan to start announcing Tacoma's closures during emergencies (Todd S.).
- With the 10th day landing on last Friday during the storm, Steve H. will send out an email on any student registration or fee deadlines that are affected and/or extended. Steve H. will check with OFM about delaying 10th day reporting. (Steve H.).

Preview Day

Approximately 700+ attended Preview Day on Saturday, January 14, 2012. There was a nice write up in the Olympian that also ran in the Tacoma News Tribune.

Collective Bargaining

Laurel U. sent out an email on January 13, 2012 with information from the OFM Labor Relations Office regarding preparations for the 2013-2015 classified employees' collective bargaining.

Decisions and Actions

- Provide feedback on the CBA by Friday, January 27, 2012 to Laurel U (all).

Board of Trustees Meeting

The last Thursday Special Board of Trustees meeting was canceled due to weather. The meeting will be rescheduled. A list of possible agenda items for the upcoming Board of Trustees meeting for February 14th and 15th, 2012 was distributed and reviewed.

Decisions and Actions

- Materials for the February Board of Trustees meeting to be forwarded to John C. by February 6, 2012 (all).
- A retention report to be made to Senior Staff prior to the February BOT meeting (all).
- Add RTaLE to the Board of Trustees Agenda. Include RTaLE documents in mailing (Michael Z., John C.).