

## **Senior Staff Meeting**

**August 6, 2012**

### **Meeting Notes**

Attending: Susan Harris, Steve Hunter, Lee Hoemann, John Hurley, Les Purce, Todd Sprague, Steve Trotter, Laurel Uznanski, Michael Zimmerman  
Absent: John Carmichael, Art Costantino, Julie Garver, Sarah Pedersen  
Guests: Julian Genette, Brian Gould, Erin Gray, Clarisse Leong, Kelly Norman, Jared Sorber

### **Review of Minutes**

The July 23, 2012 minutes were approved as written.

### **Additions to the Agenda**

No additions were made to the agenda.

### **Announcements**

- Les P. attended guitar camp and met up with many Greeners and others connected with the college.
- Les P. attended Mimi Gates birthday celebration. He described the celebration and his visit to the Bill and Melinda Gates mansion.
- Les P. spoke at Herb Gelman's memorial services Saturday August 4<sup>th</sup> in Fircrest, WA.

### **Reporting Requirements**

Jane W. indicated that there are reporting deadlines coming up soon. She asked whether or not reporting requirements should be a standing item on the agenda. Upcoming reports due include: September 1<sup>st</sup> – Dual Credit programs (academics), September 30<sup>th</sup> – Services and Activities Fee Expenditures (Steve T), and October 1<sup>st</sup> – Emissions Reductions Report (John H.).

Jane W. also noted that the Quality Award Baldrige report is no longer required for this year.

#### Decisions and Actions

- Reporting Requirements to be a once-a-month standing agenda item for Senior Staff.
- Send out a reminder on upcoming due dates along with a copy of the full list of reports due (Jane W.).

### **Update on Collective Bargaining**

Laurel U. distributed a copy of the AFSCME Bargaining Update and gave an overview of recent collective bargaining discussions.

#### Decisions and Actions

- Les P., Laurel U., Steve T., and John H. to meet tomorrow regarding collective bargaining (Les P., Laurel U., Steve T., John H.)
- Les P., Laurel U. and the Vice Presidents will continue the conversation regarding collective bargaining (Les P., VPs).

### **Visit from Admissions Counselors**

Julian Genette, Brian Gould, Erin Gray, Clarisse Leong, Kelly Norman, and Jared Sorber presented to Senior Staff. A packet of information including the following documents: "2010-2013 Recruitment Activity Comparison", "Senior Staff Meeting: Student Recruitment", and the September – November 2011 Calendar. The admissions staff discussed their work and identified areas of concern.

When asked what would help – the following was identified:

1. Financial Aid – Other institutions are offering financial aid packages for a four-year period. We only offer one year at a time. The four year offering looks better to potential students and their parents.
2. Scholarship Process – Evergreen's scholarship process is cumbersome. A one-application format would be beneficial and not be so overwhelming to potential students.
3. Website – Update the webpage to reflect what Evergreen is. Continue the level of excitement and provide a clear understanding of opportunities. Information is not always updated on the web.
4. Current Academic Catalogs – Use of outdated catalogs do not accurately reflect academic offerings. It is difficult to sell if it is not known what is available.
5. Media Studies – Media studies is a popular request, however there is no curricular offering for incoming freshman.
6. Pathways – It is difficult for student to find pathways with the curriculum. Possibly add designators, explicitly defining pathways. Identify ways for students to find what is needed – point A to Point B. Add section for fields of study and use a fixed set of terms. For example, identify as introductory or advanced in specific areas. Provide options in a particular field, i.e.; computer science.
7. Transfers Waitlisted – Sophomore transfers experience waitlisting.
8. Foundational Core Programs – Core programs that occur every year would create consistency.

#### Decisions and Actions

- Continue admissions conversation at a later date. Invite admissions counselors back to Senior Staff prior to fall quarter.

#### **Noel-Levitz**

Noel-Levitz will be visiting campus the afternoon of August 14<sup>th</sup>.

#### Decisions and Actions

- Susan H. to send out scheduling requests for the Noel-Levitz visit on August 14, 2012 (Susan H.)
- Thoughts about scope of work, how we might stage this work and what outcomes we might desire in a consultant to be drafted to distributed to those involved in the Noel-Levitz visit (Les P.)